1. **February 14, 2019 Faculty Meeting minutes were unanimously approved.**

2. **In Memoriam – Dr. Gary Gallick, PhD**
   A moment of silence was held for Dr. Gary Gallick.

3. **Nomination of candidate(s) for 2019/2020 Vice President/President-Elect of the Graduate Faculty: Jeffrey Frost**
   The Faculty voted unanimously to elect Dr. Jeffrey Frost as Graduate Faculty Vice President/President-Elect for 2019/2020.

4. **Vote on chairs and new members of 2019/2020 Standing Committees**
   The Faculty voted unanimously to approve the slate as presented.

5. **MS Program Review**
   Dr. Eric Swindell reported:
   - The MS Program was reviewed for the first time
   - Reviewers:
     - External
       - James Sterling, PhD, Professor and Director, Postdoctoral Professional Master’s Program, Keck Graduate Institute; Faculty Director of the Professional Science Master’s National Office
     - Internal
       - James Bankson, PhD, Professor, Imaging Physics, MD Anderson Cancer Center
       - Heidi B. Kaplan, PhD, Associate Professor, Microbiology and Molecular Genetics, McGovern Medical School, UTHealth
   - Purpose of the Review: To conduct a peer assessment to determine if the Individualized Master of Science Program is meeting its stated goals, providing its students with a high quality MS—level graduate education, and performing in a manner consistent with GSBS standards and expectations, and to recommend improvements.
   - Strengths of the Program included:
     - Purpose and Organization
Research Environments
GSBS Faculty
Serving Diverse Needs
Education and Training Outcomes

- Weakness included:
  - Difficulties in identifying an advisor
  - Financial challenges for the students
  - Discrepancies between listed and offered courses
  - Inclusion
  - Clarity of career plans and opportunities for graduates

- Prior to the review we began addressing some of these concerns by the following:
  - Beginning this summer MS students are able to affiliate with any PhD Program so that they can be a part of social activities, journal club, etc., however, this is not a requirement.
  - GSBS just began having a monthly MS seminar series where an MS student will present at each seminar. At this time this is not a requirement, nor an official GSBS course, but it’s possible this will become both required and an official course in the future – this semester is a pilot program.
  - We have discussed having seminars and workshops specifically for the MS student population, as well as one-on-one meetings with MS students with the Career Development Office.

- MS students support
  - MS students are self-funded and are aware of this when they are admitted into the MS Program, however most need money to support themselves.
  - There is a lot of confusion from both students and faculty of the type and level of support they can provide. We will look into the possibility of a standard level of support for MS students.
    - Many faculty in attendance agreed that the expectation to support MS students is ambiguous leads to inequity.
    - A suggestion was made to research other graduate schools to see how they handle funding their MS students.

- We just received the reviewer’s recommendations. We will have an official response reported back to the Executive Committee and the final report will be submitted to the Texas Higher Education Coordinating Board.

6. End of the Year Admissions Report
Dr. Eric Swindell reported:

- 102 PhD, MS and SMS students accepted our offer of admissions. The Deans offered
- There was a 27% increase in applications submitted overall and a 27% increase in PhD applications and a staggering 89% increase in our MS program.
- GPA did slightly increased
- Admissions rate is more competitive – 23% last year versus 16% this year (2019).
- The acceptance rate last year was 52% and this year was 57%, which means we may have to reduce our offers of admissions.
- International applications increased by 42% and our entering class consisted of 46% international students.
- There were 13 applicants on the waitlist. 4 students were offered admissions and 3 accepted our offer.
- The full End of the Year Admissions Report can be found on the web.

7. Deans’ Report
Dr. Blackburn reported:

- Dean Barton and Dr. Moore are both attending the Association of American Medical Colleges (AAMC) GREAT meeting to learn best practices which is why they are unable to be in attendance today.
- Thank you for your time and effort to all of the Admissions’ committee members, our internal review committee, and the GSBS Admissions team.
• Introduction of New GSBS Staff Members
  o Dr. Cherilynn Shadding is the Associate Dean of Recruitment, Diversity, Career Development and Alumni Affairs. She's been working to build her team and has brought on Dr. Raquel Salinas, Associate Director of Career Diversity and Jasmin Wilson-Toliver is the coordinator.
  o Connor Clark is the Coordinator for Admissions
  o Yi Fang replaced Wayne Turner as our Programmer Analysts
  o Thank you for your efforts in helping with our search committees and focus groups to select these individuals.

• Center for Clinical and Translation Science Grant (CCTS TL1)
  o Deans Barton and Blackburn are the co-directors and Drs. Lauren Byers and Louise McCullough are co-investigators for the training arm of the TL1.
  o It has 15 fellowships that are select on a competitive basis. This will cover 11 PhD or MD/PhD students and 4 postdoctoral fellowship spots.
    ▪ The PhD students should have joined a lab, but don’t have to be post-candidacy.
    ▪ These fellowships pay at the NIH level and GSBS supplements them to the $32,000 stipend level.
    ▪ The fellowships are open to the School of Nursing and School of Public Health. There have been some SPH students over the years, but not many.
  o A call for application has already been sent out and we are collecting these applications now.
  o These cohorts will be brought together through a seminar series.
  o Nicolle Patterson will be the new Program Manager of the TL1 Program.

• The UTHealth Office of the Academic Ombuds has recently opened.
  o Both students and faculty are able to use this office to discuss issues.
  o They provide a confidential, informal, impartial/neutral and independent place to discuss concerns, resolve disputes, manage conflicts, and increase skills regarding communication, negotiation, and problem-solving.
  o Robin Dickey, PhD will serve as the UTHealth Academic Ombuds.
  o There contact information is as follows:
    ▪ Phone: 713-500-3457 or confidential mobile: 731-705-5005
    ▪ Email: ombuds@uth.tmc.edu
    ▪ Web: www.go.uth.edu/ombuds
    ▪ Office: University Center Tower (UCT) - 7000 Fannin, Suite 165-A

• New Endowments
  o The Lasher family has been a patron of the GSBS for a number of years. They recently donated money to help fund the Summer Undergraduate Research Program at UTHealth.
  o Michael E. Kupferman, M.D. Fellowship donated by Richard J. and Connie B. Alphonso will help support a student stipend.
  o Ray Meyn Scholarship For Cancer Research donated by the Meyn family in his honor will be a student scholarship

• Upcoming Events:
  o Lab Coat will be on September 20th at 4:30PM in the Onstead Auditorium. Please come celebrate our second year students officially joining their mentor’s labs.
  o National Academy of Sciences Sexual Harassment Talk on October 17th at 8:00AM in FCT Rooms 3-6.
  o Kopchick Research Symposium is coming up on November 4th starting at 9:15AM in the Onstead Auditorium. The current and previous Kopchick fellows have worked together to put this symposium together. Please attend if you can.

8. Old Business
   No old business was discussed.

9. New Business:
   No new business was discussed.
The following reports were not presented at the meeting but were available on the GSBS website prior to the meeting:

1. Report of the Standing Committees
2. Report of the Executive Committee
3. Report of the Graduate Student Association

MEETING ADJOURNED at approximately 4:10 p.m.

Michael Lorenz, Ph.D.
2018-19 President, GSBS Faculty

Joya Chandra, Ph.D.
2019-20 President, GSBS Faculty