



**Present:** Julie Aultman Ph.D., Mathew Smith, Ph.D., Jim Keszenheimer, Ph.D., Bernhard Fassl M.D., Scot Wisneski Pharm. D., Vivian Von Gruenigen M.D, Erin Franks Ph.D., Natalie Bonfine Ph.D., Lynda McPhail, Jodie Turosky, RPH, Alexander Galazyuk Ph.D., Priya Raman Ph. D Nicolas Osborne, Phil Jenkinson, Kelly Shrock, Greg Koman-Cronauer, Chelsea Luli, Alexander Peralta, Cassie Smith

**Absent:** Jesse Young Ph.D., Michael Kempe, Brienne Seekford, Enkhjin Enkhsaikhan, Nath Flath, Amy Lee M.D., Rebecca Fischbein Ph.D., Angelo DeLucia Ph.D.,

**Meeting Minutes**

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action</b>
1. Call to Order at 1:30 pm	The meeting was called to order at 1:30 p.m. by Dr. Aultman.	Informational
2. Approval of October Meeting Minutes	The minutes from the September meeting were presented and approved by the attendees. Dr. Bonfine moved to approve the minutes, and Dr. Wisneski seconded the motion. Dr. Galazyuk abstained.	Vote
3. Update on Student Nomination	Three programs have submitted nominations for student representatives: BTB, Leadership, and MEH. Dr. Aultman emphasized the urgency of having a student on the CAPP committee. An e-vote for University Committees will be held next month in November. GSS will identify representatives for each committee. Alexander Peralta will contact Nicholas Osborne to facilitate the e-vote process.	Informational
4. Workload Policy	A task force will reintroduce the workload policy and share it with faculty, with the final approval to be sought from the BOT. Lunch and learn sessions will be held to discuss the workload policy. Some faculty members will serve as pilots for the policy. Dr. Galazyuk inquired about what triggered the Faculty Workload Policy (FWP) discussions, which are ongoing. It was noted by Dr. Aultman that regardless of approval from the state, the FWP is necessary and that NEOMED was one of the few institutions in the state without it. All higher learning institutions, and professional schools have a FWP, and NEOMED is in the process of creating that.	Informational
5. CCGS Retreat	Dr. Aultman shared insights from the CCGS retreat, highlighting the focus on TA contracts. There is a need for consistency across institutions in the state. Dr. Aultman plans to work with Ph.D. Directors to establish consistency and expand TA opportunities to all programs, not limited to basic science classes. She also mentioned that TAs can teach at the master's level, provided it is a mentor course. She and others will draft language for this change and seek GFC approval.	Informational



The expected TA workload is 20 hours, and Dr. Galazyuk suggested creating an internal policy to define the 20-hour workload more precisely. Drs. Galazyuk and Keszenheimer will be recruited for the task force.

6. SSI Funding	Dr. Aultman discussed how Ohio calculates funding for the state's institutions and shared that a new policy addressing this issue will be introduced later in the year. Workbooks will be shared with the GFC to explain how hours are calculated.	Informational
7. Discussion around AI and higher learning.	The meeting addressed the benefits and challenges of using AI, particularly regarding issues of student plagiarism. The discussion led to the need for university-wide language to address this concern, as there is ambiguity within AI usage.	Informational
8. Off-cycle Student Nomination	The need for an additional student representative was discussed due to the presence of four one-year programs. A motion was entertained by Dr. Aultman to include another student, necessitating a by-law change. The motion was first motioned by Dr. Von Gruenigen and seconded by Dr. Galazyuk. Nicholas Osborne and Enkhjin Enkhsaikhan will assist in the process.	Informational
9. Student Research Symposium	There will be 16 in-person presentations at the upcoming Student Research Symposium, scheduled for November 17 in the NEW Center and Cook Alumni Hall. Members were encouraged to attend, and PDs were advised to notify their students to participate.	Informational
10. Ohio Medical Education Day	Over 200 students attended Ohio Medical Education Day, where Greg Koman-Cronauer facilitated discussions about being a COGS student. Two former MFM students shared their experiences.	Informational
11. Annual Curriculum Approval (FY 24-25)	The annual curriculum cycle begins in September, with presentations to the GFC for approval in October and course submissions in November. Finalization is required by February. The GFC, Concept Approval Committee, and Advisory Committee play roles in the curriculum review process. The subject codes for the upcoming year will remain unchanged. Kelly shared information about university course modification and new course approval forms, specifically for GLBH and Innovation. Changes affecting the MFM curriculum, such as credit hour increases, were discussed. The proposal includes using three COM courses, transitioning Intro to Medical Science to two sequential courses, and adding a 2-credit Essentials for Success in Medicine course in the spring.	Vote



A restructuring of the 11-credit hour course was discussed. It will be split into two parts with 6 credits in the fall and 5 credits in the spring. Detailed information about the courses was shared.

A motion was entertained, and all attendees in the room, as well as those on Zoom, approved.

A new course titled "Current Research" in collaboration with Kent BMS was also approved.

12. Amp Update

The Semester Credit Definition was discussed, and it will be edited and proposed to the faculty for a vote in the Spring. Two spots for voting members will be open in January, and Jim and Brie were nominated to fill those seats.

**Next Steps:**

- Section information is due by February 1.
- Course Director/Co-Directors need to be identified.
- Course schedules must be finalized.
- Classroom selection must be completed.

**End of Meeting 2:30pm**