University Council on Graduate Study  
October 18, 2011  
Minutes  
3:00-5:00 p.m.  
817 CL

Attending
Emily Bailey (Graduate and Professional Student Assembly), Catherine Bender (Nursing), Stephen Carr (Arts and Sciences), Valire Copeland (Social Work), William Dunn (Public and International Affairs), Lucy Fischer (Arts and Sciences), Eleanor Feingold (Public Health), Maggie Folan (Pharmacy), Dennis Galletta (Business), Michael Gunzenhauser (Education), Nyasha Hungwe (Graduate and Professional Student Assembly), Jonathan Hurwitz (Arts and Sciences), Cindy Kammerer (Public Health), Karen Norris (Medicine), Jean O'Donnell (Dental), Jayant Rajgopal (Engineering), Alberta Sbragia (Provost’s Office and Arts and Sciences, Chair), Elizabeth Skidmore (Health Rehabilitation), Martin Weiss (Information Sciences), Stephanie Hoogendoorn (Provost’s Office)

Guests
Mark Roberts (Public Health)

Introductions
Alberta Sbragia welcomed the new members, and Council members introduced themselves.

Approval of the Minutes
The minutes of the June 6, 2011 meeting were approved as written.

2010-2011 Annual Report of UCGS
The 2010-2011 Annual Report will be posted to the UCGS website at the following url: http://www.pitt.edu/~graduate/reports.html.

Program Proposal: Post-Professional Certificate in Health Systems Leadership and Management submitted by the Graduate School of Public Health
The proposed certificate program aims to provide rigorous training for healthcare clinicians and providers looking to enhance their careers and improve healthcare delivery through strengthened leadership and management skills. Admission would require completion of a terminal clinical degree, such as MD, OD, RN, DMD, or PharmD. The proposal requires the development of two new courses, of which one is a project course.

Mark Roberts explained that the critical care medicine department asked his department to create this program and that emergency medicine has indicated an interest in the program. The certificate is designed for clinically trained people who have entered leadership positions and who need to be able to communicate and interact with high-level executives.

Council briefly discussed the proposed program. A motion was made and seconded to approve the proposed Post-Professional Certificate program. All members voted in favor of recommending approval of the proposal, and one substitute abstained.

Announcements
Valire Copeland reported on the international orientation held this past August on the Gateway Clipper by the Office of International Services (OIS). Over 200 students attended, as well as faculty from the schools. Nametags for students and faculty were color-coded by school in order to facilitate introductions. The faculty who attended enjoyed the informal discussion with their new students. Many of the new students viewed the opportunity to meet faculty members as an honor and a privilege. Student groups were also on board. Next year, we hope to be able to provide more advance notice to faculty.

Jean O’Donnell discussed concerns from the School of Dental Medicine about low response rates to online OMET surveys, especially in their clinical courses. Council discussed possible strategies to improve response rates.

Letters of nomination for the Provost’s Award for Excellence in Mentoring are being accepted until October 28, 2011. The guidelines are online at http://www.pitt.edu/~graduate/maguidelines.pdf.

Data was distributed on the enrollment of international students by country of origin for Fall 2010 and on changes in international student applications and offers of admission by country of origin and by fields of study for 2010 and 2011.

In Fall 2011, five Pitt graduate and professional students received Fulbright Fellowships. Our goal is to increase the number of fellowship applications. Council discussed good examples in their schools.

Dr. Rush Miller has made great strides in improving the environment for graduate students in Hillman Library.

- Lockers for graduate students have been built on the 3rd floor (near the Special Collections area). They are already available, and more can be built as needed. Interested students should inquire at the main lending desk on the ground floor. It is crucial that students refrain from putting books in those lockers without reserving them.
- On the library’s website, graduate students can request a consultation session with a subject specialist, and a session will be scheduled. It is on the “ask a librarian” link at http://www.library.pitt.edu/reference/.
- Areas on floors 3 and 4 have been labeled as “quiet study areas”, and the library is working to increase enforcement.
- The current periodicals reading room will be converted to a “graduate student reading room” this year.
- Within the next 2 years or so, cubicles will be built and assigned to graduate students as mini-offices for library use.
- The library is carrying out a 1-2 year project to “re-engineer” all its public services and will be soliciting input from graduate students about their library and information needs during the year. Hopefully, graduate students will be able to suggest new services tailored to their needs.

The GRE revised General Test launched on August 1, 2011. Now that the revised test has launched, the next major step is the reporting of scores on the new 130-170 point score scale in
early November. A table will be published on the GRE website during the first week of November that will compare the old and the new score scale. This information will also be printed on every score report. Score reports from the GRE revised General Test will be reported beginning on November 8. If you or your staff members have any questions, let us know and we can ask Pitt’s GRE staff contact.

Pitt recently applied and was selected to join the Center for the Integration of Research, Teaching and Learning (CIRTL) as they expand their community from 6 to 25 universities. Many of our Engineering and Arts and Sciences STEM (science, technology, engineering and mathematics) faculty helped prepare the application to join CIRTL. The CIRTL mission is to enhance excellence in undergraduate education through the development of a national faculty committed to implementing and advancing effective teaching practices for diverse learners as part of successful and varied professional careers. This past week, Mary Besterfield-Sacre and Stephanie Hoogendoorn attended the CIRTL Forum and Network Meeting in Madison to learn about CIRTL and the expansion. Joan Lakoski from our School of Medicine was also invited to lead a workshop about building effective research mentoring relationships. Mary is going to start to offer weekly meeting with students, post-docs, faculty and administrators to work on a new NSF proposal for the expansion. We also hope that we can expand this program beyond the STEM fields.

**Graduate Procedures and Student Affairs Subcommittees**
Discussion was tabled until next meeting due to time constraints.

**Graduate and Professional Student Assembly (GPSA) Activities**
Nyasha Hungwe, the current President, highlighted the following activities and goals for the year:

- GPSA has received the League of Women Voters of Greater Pittsburgh’s “Good Governance Award” for the efforts to promote student engagement.
- GPSA includes six Assembly Board Groups. These are recognized student organizations who represent the interests of graduate and professional student cultural groups at Pitt and who receive annual GPSA funding. These groups attended the OIS orientation on the Gateway Clipper to help welcome students.
- GPSA is working to publicize the accomplishments of students.
- GPSA attends school-wide orientations in order to inform students about their programs and activities.
- GPSA does not have a centralized way to communicate with graduate and professional students. GPSA publishes a monthly electronic newsletter and would appreciate any assistance from schools to distribute it to students by email.

The meeting was adjourned at 4:40 p.m.