

## **2016 GRADUATE COUNCIL**

### **Meeting Minutes**

**December 1, 2016**

The Chairperson called the meeting to order at 8:05am.

**Members Present:** Sue Rimmer, Constantine Hatziadoniu, Norman Carver, Jennifer Smith, Wesley Calvert, Ras Michael Brown, Dianah McGreehan, Sheena Hart, Johnathan Flowers, Zhao Wanli, Cinzia Padovani, Joseph Shapiro, Richard McKinnies, Julie Partridge, Rachel Whaley, Tomas Velasco, Buffy Ellsworth, Clay Nielsen, Howard Motyl, Saran Donahoo, Paula Roa.

**Members Absent:** Kenneth Stickers, Cynthia Sims, Lahiri Sajal, Justin Simpson, Jonathan Howard, Greg Rose, Richard Bradley, Trish McCubbin.

**Proxies:** Robert Hahn for Kenneth Stickers, Kevin Sylwester for Lahiri Sajal

**Ex-Officio Members Present:** Yueh-Ting Lee, Ratna Sinha, Meera Komarraju, Susan Ford, James Allen, James Garvey.

**Ex-Officio Members Absent:** Brad Colwell, Randy Dunn.

#### **Consideration of minutes**

The minutes of the November meeting were passed without amendments.

Graduate Council members voted to approve the minutes– 19 voted in favor.

#### **Remarks – Interim Vice-Chancellor for Research, Dr Garvey**

Dr. Garvey encouraged faculty to be supportive of students and to advise students to seek help from the campus counselling services.

Provost Ford added that there is concern about students since it is exam time and it post-election. We have had a major uptick in the number of students showing up at the counselling center, students who are on suicide watch and students who are under distress. Asking faculty to be aware of students who are in distress.

On the OSPA website there is an icon for research income, which shows grants that have come in and has a comparison with previous years. Research dollars are down compared to last year in part because State dollars are down by about \$5 million relative to last year. There are several contracts that are ready to go. Not processing contracts until the State can guarantee that they will pay the university. However, Federal dollars are up by about \$1 million compared to the previous year, suggesting that faculty is getting competitive funding.

Dr Garvey reported that by the November 30 deadline for collaborative ideas on using the space at the *McLafferty Annex* seven very diverse proposals had been received. A multi-disciplinary committee will evaluate the proposals and the winner is likely to be announced in February 2017. All the proposals will be included in a packet and there might be a university event where all the projects will be mentioned.

Plans for *Da Vinci Days 2017* are already underway. There are interesting interdisciplinary events being planned. During the same week the university will have the graduate and undergraduate forums and a lot of other activities.

### **Remarks – Interim Provost, Dr Ford**

Provost Ford mentioned that Chancellor Colwell did not send any comments for the Provost to make at the meeting. There are no changes in the budget at the State level. They passed a stop gap spending measure of \$20 million just before Thanksgiving split between Chicago State, Eastern Illinois and Western Illinois and community colleges and nothing for other universities.

The Board of Trustees meeting is next week on campus and are open to the public. All encouraged to attend. There is always an opportunity during the Academic Affairs meeting for a presentation on some program at the home campus where the meeting is being held. In the past two years we profiled the Debate Team, Strong survivors, Flying Salukis and this time the Fermentation Institute will be profiled. The idea is to profile different campus activities.

Applications and enrollments for Spring 2017 are down. She asked Council members to encourage students to register for the Spring semester before they leave at the end of the Fall 2016 semester. She also reminded Council members that the university no longer conducts the 'no application fee drives' in high schools since the initiative resulted in false applications in the previous year rather than bring in more students. Provost Ford added that admission officers are back on campus and reaching out to get final admission papers in. Once the papers come in from high schools it is hoped that there will be an uptick in admission numbers. Regarding graduate level application numbers and admissions she reported that the numbers are consistent to the same period last year. But it is still very early days to see how the university is doing with graduate level applications.

Last year in order to try to avoid the problems that we had by having a long delay in the decision about doing GA contracts that happened for several semesters. The Chancellor decided to make a much earlier decision to say we know we going to spend at least 75% of our GA budget, so go ahead and spend it by February in the hope that long before Fall semester started we would have a stable State budget. In the end we did release additional funding. We ended up funding 83% of the previous year's GA budget. We recently learned that we are already behind in terms of our ability to recruit students internationally since the Visa application process takes longer in some countries. Working hard to ensure that we are able to assign the majority of GA funds in a timely for Fall 2017.

Pleased that the search for the Dean of the Library is moving along. Received a short list from the committee but one candidate has already taken a position elsewhere. We will try to interview the two candidates during exam week.

**J. Flowers** asked whether there has been any change in the approach the Chancellor previously took regarding not providing guidance to Deans about how to allocate the GA budget. Has the Chancellor reviewed the result of his decision to release 75% of the GA budget. Provost Ford responded that her office apportions GA funding to colleges it never ties Deans or Program Chairs' hands on how the funds are allocated. I would have no intent to instruct how the funds should be spent. We learned that the longer we wait to allocate contract the more the damage to the graduate student population. It is a program's decision to give a contract and to decide on the number of months. We asked all the colleges to tell us how much they were planning to spend, why and one college made a decision to allocate less than 75% of the budget whereas other colleges allocated more than 75% given their teaching requirements.

**N. Carver** asked for clarity regarding the number of months for which contracts should be written. Provost Ford explained that a decision was made that if it is a new international student being admitted on funding for Spring, you were allowed to go ahead and commit full

money since it does no good to admit an international student with funding for only one semester – insufficient to get a visa.

**N. Carver** explained that they had an international student who was already studying in the U.S. Provost commented that such a conversation should happen with the Graduate School. Dean Lee added that such cases are handled on a case-by-case basis.

**J. Flowers** asked for clarity on the possibility of ABD NTTs to teach graduate level courses. Provost Ford responded that it has to do with graduate faculty status is determined according to the Operating Papers of the Graduate School, which are created and adopted by the Graduate Council, which are specific on what graduate faculty status is, which exclude anyone who does not have a Ph.D. A few years ago a resolution was passed that on a special case basis individuals could be approved the Graduate Dean who were ABD for one year to have graduate faculty status to teach courses. If they did not get the Ph.D. at the end of that year the graduate faculty status would not be continued. Without graduate faculty status, no one can teach a graduate course or serve on a graduate students committee.

### **Remarks – Graduate School, Dean Lee**

Dr. Lee gave an update on graduate recruitment and enrollment, mentioning that Dr. Ratna Sinha had recently returned from an international recruitment in India and Nepal. It was the first time that SIU had gone to Nepal to recruit students. He also added that the graduate school plans to attend winter/spring graduate fairs.

Dr. Lee also spoke about internal efficient specifically –i.e., the issue of no decisions on graduate applications. In the last academic year (before September 1), there were almost 600 no-decision applications. To reduce the number of applications with no decisions for 2017, the graduate school is meeting with the Chairs of programs who have a high number of no decisions (above 10-15).

He also reported that the graduate enrollment task force met on November 15 2016 and voted to endorse the Graduate Council Research Committee’s resolution to support graduate education and research. They also agreed to continue serving on four sub-committees for graduate enrollment (international subcommittee, domestic and diversity subcommittee, internal efficiency subcommittee and technology/online/social media website subcommittee).

The Graduate School, University research Office, and the Graduate Council Research Committee have agreed to participate in three-minute thesis competition on campus. The plan is to offer three awards to three top winners. The first-place winner will be sent to the annual conference of Mid-West Association of Graduate School to represent SIU for the regional completion. This is a good initiate to get out graduate students engaged in orally communication and orally presenting their research to others in three minutes using one Powerpoint slide.

On November 28 2016, the graduate school had a Q&A session on assistantships and fellowships and answered questions from over 50 graduate faculty, directors and students.

The graduate school is in the middle of working on *Graduate Saluki Stories*. The forthcoming issue will focus on diversity, inclusive excellence and internationalization.

**N. Carver** asked whether the graduate school will add more categories to better track and to more accurately reflect the status of applications and actions taken by the department for example ‘waitlisted’. Dr Lee responded that the categories can be added but the addition will not solve the problem on *Banner*.

### **Remarks – Associate Provost for Academic Programs, Dr Allen**

Reminded the Council about the migration to the digital catalogue, which will be dynamic and easier to navigate. The idea is to create a single catalogue for both undergraduate and graduate students modeled on what the Indiana University has been using for about five years. Before we proceed we would like to show a mock-up of what the catalogue will look like to see if we are responsive to faculty and students' needs. We would like your input and feedback. This is particularly important also to ensure that what is posted on departmental or program web pages is consistent with what is on the catalogue.

**N. Carver** asked whether the system has a way to produce HTML since that would help to ensure the consistency. Dr Allen responded they are working closely with the University communication web designer's team who also attended training and learned about the template. Dr Ford added that many programs list their courses and have to update their websites manually every time there is a change in the courses. The university catalogue and the department listings had to be separately filled manually but now they are going to adopt a system where the department website could directly input the listing from the catalogue, thus reducing the duplication of work and ensuring the matching of departmental and catalogue descriptions. Dr. Allen also added that the departments would be able to change the catalogues on a rolling basis rather than wait for as long as 18 months.

Dr. Allen said that they have chosen a new provost fellow, Dr. Scott Comparato from the Department of Political Science who would be working with Dr. Garth Crosby from Engineering Technology. Dr. Comparato is interested in developing a portfolio of excellence in teaching providing a detailed granular view regarding pedagogy.

Dr. Allen said that their was a faculty town hall meeting at the Parkinson building sponsored by the faculty senate and resulted in a useful conversation. The faculty discussion showed that they believed in the centrality of the faculty in planning. Dr. Ford said that the Graduate council is required to have a separate meeting annually with the Graduate faculty. Until 2016, it was a joint meeting of the faculty senate but since it did not include the Graduate Council, it may require to have a separate meeting.

**HD Motyl** clarified that the faculty senate had asked about the joint meeting and thus, the consent was taken beforehand.

**J Smith** asked whether the Graduate Studies is under the scanner and added that the graduate students teach what the faculty teach. Dr. Ford replied that Master's and PhD students are mostly non-tuition paying and are thus, more expensive but SIU has no plans of getting out of the business of being a PhD granting institution and plans to maintain graduate studies.

**HD Motyl** wanted to clarify that changes in courses could be done on a rolling basis by filling up Forms 90 and 90A. Dr. Allen replied in the affirmative and added that one has to be more circumspect regarding degree programs because the existing rules are already binding on the students and they should not be surprised or dismayed by any change in the requirements.

**B Ellsworth** emphasized on the importance of graduate studies as it also enriched the quality of undergraduate education. Dr. Ford agreed with that assessment. Dr. Lee added that SIU's graduate studies is significant in terms of assistantships, fellowships as compared to SIU's peer universities. Dr. Ford that the ad for the next permanent Associate Provost has gone out and asked everyone to ask people they know to apply and that the position was supposed to be filled by February 1.

**W Calvert** said that the whereas the funding from Graduate programs was important, the timing was also important. If the funds are not disbursed in a timely manner, they are rendered useless.

J Flowers asked if there would be an interim for Dr. Allen to which Dr. Allen replied that there would be no interim replacement but a straight replacement.

### **Report – Council Chair, Professor Velasco**

#### **Second Reading: Graduate Council Resolution in Support of the Final Report of the Joint Task Force on Academic Prioritization.**

**C Hatziadoniu** expressed his reservation against the resolution saying that it did not address important issues, especially, regarding student numbers and would vote against it. N. Carver also said that, representing the Computer Science department, he would vote against it. Prof Velasco said that the document was put together by individuals from different departments and it was difficult for everyone to vote and agree upon a document.

**J Flowers** said that the document was not unanimously approved and he was directed by his constituency to not vote in favor of the document.

**Dr. Allen** reported that the document was voted upon as the following: 23 in favor, 2 against, and 1 abstention.

W. Calvert said that scholars are likely to disagree but it is significant that there was at least a decision of what constitutes as important for the university.

Dr. Velasco said this document helps the upper administration have a better idea as to how departments are doing with regard to teaching and attending to the needs of the students.

C Hatziadoniu remarked that the rubric employed in the document was arbitrary and it needed to be more decisive. The need to restructure departments in the interest of the university is immediate. Dr. Velasco replied that document would serve as a strategic move and would help to plan in future.

Dr. Ford added that fiscal decisions are made by administrators on an annual basis. This provides a different look at criteria. For example, for the 4 years prior to the last 2 years when there was a state budget, the fiscal formula and all decisions were based on the percent increase or decrease of undergraduate students. She said that the faculty could choose to have input in the fiscal plan.

Dr. Lee said that SIU has 110 graduate programs, 75 Master's level programs, 32 PhD programs. Each year, the Graduate School assesses each program and thinks of ways to increase students or phase out a program, if needed.

C. Padovani said that she was a part of the qualitative sub-committee and it is difficult to always have a dialogue between the sciences and the humanities because of the different histories of the disciplines but it is necessary to have the dialogue for the sake of the university which is universal. The document is testament to that attempt at dialogue.

C Hatziadoniu commented on the medical school moving out and the upper administration's role in it.

Graduate Council members voted 13 in favor, 4 opposed and 2 abstained. The Resolution passed.

#### **Graduate Council Resolution to honor Dr. Jim Allen**

Graduate Council members voted 19 in favor, 0 opposed and 0 abstained.

**Dr. Velasco** had to leave for the meeting and **J. Partridge** took over as the vice chair.

J. Flowers asked what the council has done about the faculty mentorship resolution that had been passed by the Graduate Council meeting. J. Partridge replied that a request had been made to a research sub-committee at the next meeting.

### **Report – Deans Council, Dr Komarraju**

**Dr. Komarraju** started with a report of the Deans' retreat with the Provost and the Associate Provost which looked at academic prioritization by examining the data brought by the Provost. They looked at the guidelines for the programs, and the revenue generated by the programs. One piece of data that should be useful was the faculty input and productivity and would be valuable in the academic prioritization taskforce. Since, the Provost's report through the Chancellor is due at the end of Spring, there is time for the faculty to input the data as best as possible.

Secondly, looking at the data from the Dean's perspective, one becomes aware of the balancing between the cost of a Graduate program and the contribution it makes to the University. Programs that generate revenue have a different voice than the ones that do not and from a Dean's perspective, it is encouraged to consider the prospect of Accelerated Master's programs (4 + 1).

Thirdly, it is also advised to be less reliant on state budget for money and encourage Undergraduate enrollments. She asked if there are signature programs that could encourage growth and if the departments are aware of that.

**J Flowers** asked what was meant by programs that generate revenue have a different voice as compared to programs that do not.

**Dr. Komarraju** said that it is noted which programs have more fee-paying students and which do not.

**C Padovani** asked whether there was data on international students who were fee-paying. Dean Lee replied with a few examples of college by college report. He said that the Graduate school was looking to attract more fee-paying Master's students while continuing to fund Doctoral students. Efforts would be made to attract more fee-paying international students.

**J Flowers** asked whether more fee-paying students had a positive connotation and less fee-paying students had a negative connotation for departments to which Dr. Komarraju said that at this point it is just a data point. Dean Lee added that the focus would be admit students who need not be paid by SIU. He gave the example of CASA (College of Applied Sciences and Arts) in which enrollment increased. They do not have a PhD program but have a successful market.

**Dr. Ford** added that different programs are viewed in different ways and because PhD programs are expensive, there needs to be programs which are revenue generating, either through Undergraduate or Master's enrollment.

**C Padovani** asked whether the money that comes through the students stays in the college or not.

**Dr. Ford** said that there are 2 base ways to budget a university: normative way and responsibility centered budget management. The normative way is that all tuition dollars come into one central fund managed by the college administration and the university spends it per needs of different colleges and departments. That is how SIU is managed. SIU could convert to the second type, in which all tuition fees are tracked and the college which generate it is given 90% of it back and the colleges are billed for everything that costs money. The only school to have partially moved in that direction was the School of Law.

**C Hatziadoniu** said credit hours could be one measure of productivity of a department.

**Dr. Ford** said that there are different ways to measure productivity: majors, minors, credit hours and different formulae could be used.

### **Report – Faculty Senate, Professor Davie**

Dr. Davie presented an updates plan from the board of trustees. The UEPC approved a specialization in Energy minor and Energy Engineering. From the governance committee, the Senate had recommended about 2 years ago regarding the advancement of the NTT faculty but since it was not within the powers of the Senate to do so, the governance committee has rescinded the decision.

J Flowers asked when the circulation was posted to which Dr. Davie replied: 2 months and Dr. Allen that it was posted online at [siusystem.edu](http://siusystem.edu)

### **GPSC Report, J. Flowers**

J Flowers reported that GPSC had \$ 3313 in event funding and \$8,900 in professional development funding which helped in graduate student travel funding for conferences. And this money would be used for the Spring semester.

The rest of the GPSC meeting that Flowers was a part of, discussed a letter generated between the GPSC's Diversity and Inclusivity Policy Committee and Undergraduate Student Government's Diversity and Equity Affairs Committee concerning SIUC's status as a sanctuary committee. Some members of the GPSC council felt that they needed clarification and after sustained debate, it was decided that the letter would be taken back to USG's Diversity and Equity Affairs Committee with the recommendations and that was subsequently done. The GPSC has effected the edits and the letter was sent to the general body for its final decision. The letter has the recommendations of the GPSC and the University Committees.

J Davie asked about the signatures that were taken and J Flowers replied that the letter had not been changed substantially.

J Smith asked a question about the legality regarding the sanctuary status of SIU and J Flowers replied that the letter regarding the same was passed by the GPSC-USG and copies of that would be provided.

### **Nominations to Committees/Announcements – Council Vice Chair, Dr Partridge Standing Committee Reports**

J Partridge started with a request for posts for the search committee for the position of Associate Provost and asked Dr. Ford whether 3 nominees for this search panel would be come from the Graduate Council and one more would be selected to which Dr. Ford replied in the affirmative. Dr. Ford said that she tries to balance the nominees per interests, ethnicities etc. and getting 3 nominees from each group helps create a balance. J Partridge concluded by soliciting expressions of interests to serve for the search committee.

### **New Programs Committee Report – Professor McKinnies**

**Second Reading: Graduate Council Resolution in Support of the Proposed Department, Degree and Specialization name change for Health Education and Recreation in the College of Education and Human Services**

Graduate Council members voted 17 in favor, 0 opposed and 0 abstained. The Resolution passed.

**First Reading: Resolution in Support of the Addition of an Accelerated Master's Degree Program in the Department of Economics in the College of Liberal Arts**

R Whaley asked whether Doctoral programs would accept an Accelerated Master's instead of a 2-year Master's degree and C Haziadoni asked whether a conventional 2-year Master's degree and an Accelerated Master's degree would be the same. Following questions from N Carver about transcripts led to answers from Dr. Ford that the Accelerated degree would exactly be the same.

**First Reading: Resolution in Support of the Proposed Elimination of the Ecological Landscape Concentration in the College of Agriculture Science.**

No comments.

**Research Committee Report, W. Calvert**

**Second Reading: Graduate Resolution in Support of Graduate Education and Graduate Research**

Graduate Council members voted 15 in favor, 0 opposed and 1 abstained. The Resolution passed.

**Education Policies Committee Report, Dr Carver**

N Carver said that there is a new resolution to read that the Provost extended to the Faculty Senate and the Graduate Council about the campus-wide student absence accommodation policy applying to both undergraduate and graduate students. The committee is in support of the policy but felt that it needed to explain mental health emergencies instead of just medical health emergencies. The resolution is in support of the changes.

**First Reading: Resolution in Support of Approving the new Absence Accommodation Policy**

R McKinnies mentioned that the documents starts with the grievance policy and moves on to absence policy to which N Carver replied that the grievance policy is purely for undergraduate students and there is a separate grievance policy for graduate students that is not being changed. Dr. Ford added that currently there is no parallel academic grievance process for undergraduate students whereas there is one for graduate students. There has been a request to the faculty senate to create a parallel for the undergraduate students too.

R McKinnies said that the faculty had some concerns about inter-college competitions and that the document of absence due to that gives the teacher the option of not accepting the absence and also about workload and what is to be done in case of absence after the end of a semester (if a student misses a final and then is again absent for a later date). Dr. Allen replied that the resolution does not interfere in cases of an incomplete. He added that regarding issues of inter-collegiate competitions, previous forms (justifying absence) were inconsistent with university policies and gave faculty undue control to reject the absence causing students problems and caused conflicts between students' tuition-waivers and class schedules and that needed to be changed. Regarding operating policy, if the faculty constituency passes it, any conflict of faculty decision with university policy will result in an

override but the judgement rests completely with the faculty. The document provides clear guidelines to faculty how to deal with it.

C Padovani commented that it seems to be too much of an intrusion by the university into faculty matters. Dr. Allen replied that the document is a balancing act to which Dr. Ford added that the university has no recourse to changing a faculty decision if that faculty member was being inconsiderate and this document would change that.

J Flowers commented that to construe the document as a restriction on faculty would be to miss the fact that a faculty member could misjudge a genuine problem or need of a student and the document gives guidelines and a recourse to counter that.

M Komarraju added that the document will give instructions to new faculty members and graduate student instructors and act as guidance.

W Calvert said that there are administrative directives that could either enable or restrict and that this document was the enabling sort.

#### **Program Review Committee Report, Dr Rimmer**

Dr. Rimmer said that a request was forwarded from the office of the Associate Provost to modify the program review process and they were going to have a meeting with the Office of the Associate Provost and the Graduate Dean.

#### **Old Business**

Dean Lee said that the Graduate Council needs to vote on operating papers and then it needed to go to the Graduate School, Provost, and the Board of Trustees, respectively. Dr. Partridge added that she will get it checked if it had been approved and was supposed to be voted upon.

#### **New Business**

None.

#### **Adjournment**

The meeting was adjourned at 10:39.