

MEETING OF THE GRADUATE COUNCIL
Southern Illinois University Carbondale
February 1, 2007

Members and Administrative Officers Present:

Marcia Anderson, Paul Bates, Michael Batinski, David Carlson (ex-officio), Brad Colwell, John Dunn (ex-officio), Steven Esling, Chris Green, Ramesh Gupta, Dan Hechenberger, Andrew Hofling, Kamal Ibrahim (for Carey Krajewski), Aslam Kassimali, Maryon King, Elizabeth Klaver, John Koropchak (ex-officio), Jack Kremers, Shelly McGrath, Laura Murphy, Donna Post, John Preece, Karen Renzaglia, Don Rice (ex-officio), Pru Rice (Office of VCR), Richard Rivers, Mary Rudasill, Edward Shay, Nathan Stucky, Spyros Tragoudas, Susan Tulis (observer, Faculty Senate), William Turley, Bennett Whitaker, and David Wilson (Graduate School).

Absent: Laurie Achenbach, Sara Samson, Alison Watts, and Karl Williard.

Guests: Susan Logue (Morris Library); Scott McClurg (Political Science), and Wenona Whitfield (Law School).

The meeting was called to order by Prof. Colwell at 8:00 a.m. in Ballroom A of the Student Center. Dean Wilson announced that Prof. Kamal Ibrahim was serving for Prof. Carey Krajewski at today's meeting.

1. Consideration of the minutes of the November 30, 2006 Graduate Council meeting.

Prof. Esling noted a correction to the minutes on page 36, second paragraph, section e, in the sentence that reads, "Prof. McClurg disagreed with that statement." That particular comment should have been attributed to Prof. Esling rather than Prof. McClurg.

A motion was made and seconded to approve the minutes of the November 30, 2006 Graduate Council meeting as corrected. The motion passed.

2. Remarks—Interim Chancellor Dunn

Status of the Budget

Chancellor Dunn provided an update on the University's budget challenges. For FY07, a \$1.8 million shortfall in the income fund occurred due to a decline in Fall enrollment. The central administration covered the deficit for this year by taking \$900,000 from the central level budget and \$900,000 from the contingency fund. Additionally, there is an estimated shortfall of \$1.75 million for the University for the Illinois Veterans Grants this year because the State is not providing as much funding for these grants as it had in the past. Another budget challenge is a \$3 million shortfall in utility costs for the fiscal year. Through some cost saving budget measures, this amount has now been reduced to approximately \$1.5 million. Adding all of these shortfalls up still leaves the University short approximately \$3.25 million for FY 07.

In consultation with the Chancellor's Planning and Budget Advisory Committee, a plan was developed to cover that amount from the University's contingency funds. While that decision will not affect the current operating budgets, it will mean that contingency funds will not be released to the units this fiscal year.

There are also substantial budget challenges for FY08 that begins July 1, 2007. If enrollment stays the same, the University's income fund will be approximately \$2.7 million. Salary adjustments, alone, at 3% for employees will require \$4.3 million. In addition, utility costs continue to rise, there is the unknown funding factor about the Illinois Veterans Grants, and a new minimum wage law has been approved. Other shortfalls include \$300,000 in merit scholarships and \$1 million in need-based aid. In looking at strategies to address these deficits, the Chancellor has suggested to the Planning and Budget Advisory Committee that a hiatus be put in place on some previous commitments such as the annual \$1 million Faculty Hiring Initiative commitment. Other scenarios may include future budget reductions for the units of 2, 4, or possibly 6 percent.

Enrollment.

Reporting on Spring 2007 enrollment figures, the Chancellor said that, historically, enrollment figures drop for the spring semester and Spring 2007 was no exception. However, the drop in numbers was not significant. Looking ahead to Fall 2007, student applications are up significantly over Fall 2006. But at this point, it is only speculation as to whether the University will actually get those students. To that end, the departments play a critical role in the admissions process. While the Admissions Office is processing student applications much more quickly now, the paperwork is sometimes delayed after referral to the departments, thus students may be lost to other schools. Therefore, the Chancellor urged departments to act quickly upon receipt of application materials from the Admissions Office so students can be notified of decisions in a timely manner. At this point, the Chancellor made comments about the Fall 2006 freshmen class. He noted that while this was a small class, it was very strong academically. The class overall mean value on the ACT was 21.9 and, in addition, 15% of that cohort were in the upper 10th percentile of their high school class. These facts may translate into better retention and graduation rates in the future.

Ethics test.

Chancellor Dunn thanked individuals who took the on-line ethics test. A problem arose for the campus, however, when after the test, the Inspector General's Office imposed a ten-minute rule which stated that individuals must have spent at least that amount of time in completing the test. Those individuals who did not do so were not in compliance. The Inspector General's Office sent a letter/form to a total of 255 faculty and staff who took less than the required ten minutes, asking that they sign a form to meet the ethics requirement. Understandably, many individuals were troubled by this form, but all individuals, except one, have signed the form. The Chancellor then spoke about another requirement of the ethics test whereby individuals must report their activities for every 15-minute segment of the day. Thus far, the University has been able to keep this requirement at bay.

College-wide meetings. President Poshard and Chancellor Dunn have met with all colleges now with the exception of the School of Medicine, the College of Education and Human Services, and the College of Mass Communication and Media Arts.

Good News Items. a) Black History Month begins today and the Chancellor encouraged participation in related events; b) Brittany Riley, junior, broke the world record in the indoor weight throw last weekend; c) Bary Malik was recently awarded the John Wheatley Award by the American Physical Society, and d) Stephen Shulman, Political Science, recently made a presentation at the Frank L. Klingberg Endowed Professorship in International Relations Public Lecture series on the pros and cons of open versus closed borders.

3. Remarks—Interim Provost Rice

Deans' searches:

College of Science: Interviews for the four finalists for the dean's position will begin next week. The finalists are:

Dr. Charles Amlaner, the founding chair of the Department of Ecology and Organismal Biology, Indiana State University. He also has served as Chair of the Department of Life Sciences and has been an Administrative Fellow for Research and Graduate Affairs in the College of Arts and Science at ISU. Prior to those posts, he was chair of the Department of Zoology at University of Arkansas.

Dr. John Briggs, Arizona State University. He currently is the co-principle investigator of the Long-Term Ecological research project. While at ASU, he has served as a department head of the Department of Plant Biology and founding director of the Geographic Information Systems Certificate program. He has served as a member of the Long-Term Ecological Research program at Kansas State University.

Dr. Michael Jacobsen has been the chair of the Department of Mathematical Sciences at the University of Colorado in Denver. Formerly, he was Associate Dean for Research and Graduate Studies at the College of Arts and Sciences at the University of Louisville and has also served as Chair of Mathematics there as well.

Dr. Jay Means is currently associate director of the Environmental Research Center at Western Michigan University and former chair of the Department of Chemistry at Western Michigan University. He was also formerly coordinator (chair) of the Interdepartmental Program in Toxicology at Louisiana State University.

College of Liberal Arts: The search committee has narrowed the applicant pool down to 15 semi-finalists. The committee will meet on Friday to narrow that pool down to the top tier of semi-finalists; references will then be sought for those individuals.

College of Education and Human Services: That advertisement and position description has been approved by the Office of the Associate Provost and by Affirmative Action and will appear in the February 9th issue of the *Chronicle of Higher Education*. The search committee will begin reviewing applications on March 16. The search committee welcomes and encourages nominations and applications.

The other administrative search that is on-going currently is for the Assistant Vice Chancellor for Enrollment Management. The advertisement for that position will also appear in the *Chronicle of Higher Education* in February. The search committee welcomes and encourages nominations and applications.

At this point, Prof. Klaver asked a question about the ethics test vis-à-vis faculty accepting gifts from students. The Chancellor responded that since he did not have a definitive answer to that particular question, he would try to seek out clarification on that issue and come back with the information.

4. Announcements–Vice Chancellor Koropchak, Associate Vice Chancellor Rice, and Associate Dean Wilson

Vice Chancellor Koropchak

The research and expenditure data reported by the University to the National Science Foundation indicate that FY06 was a very positive year for the University. Total R&D expenditures rose by 30% to nearly \$75 million compared to \$57.4 million the previous fiscal year. A key part of that total, federal research expenditures, rose 18% from about \$17 million to approximately \$20.1 million. The \$20 million threshold is also notable because there is a group that rates the top American research universities and \$20 million in federal research expenditures is considered that threshold. The Vice Chancellor extended congratulations to the campus community for its efforts in this area.

The Vice Chancellor reported on activities of the Diversity Committee on Graduate Issues that he chairs. The Committee has now contacted most departments via an instrument based on best practices from national sources. Hopefully, some of those best practices will be adopted by departments to enhance diversity. The Committee is still collecting data on this issue and hopes to have a report available by the end of February.

Graduate enrollment for spring 2007 versus spring 2006 shows an increase of 93 students. This increase bodes well for continuing growth of graduate enrollment and can be a part of our efforts to address budget challenges.

In previous Council meetings, the Vice Chancellor had mentioned interesting press that the faculty had received related to their work. In the past, faculty work has been described in the *New York Times*, the *Wall Street Journal*, CNN and BBC. Adding to that, the *National Geographic* now has contacted Ron Naverson about publishing an article regarding his work with masks. This contact came about as a result of an article that appeared in *Perspectives* magazine highlighting Prof. Naverson's recent exhibit of masks at the University Museum.

A concern of some faculty who are seeking federal grants is that Congress will pass a continuing resolution that will keep budgets for all federal agencies at the same level for FY07 as for FY06. For funding agencies, this is a big challenge because budgets are based on awards that have made which carry over from year to year. Typically, that would mean that federal agencies such as the National Institutes of Health, Department of Education, or NSF would not be able to make many new awards in this fiscal year. Congress is, in fact, approaching such a resolution, however, there are some exceptions. Congress is planning to increase Pell grants by \$260 to a total maximum award of \$4310. In addition, they have raised the American Competitiveness Initiative budget which will include increases for some of the R&D arms of the federal government. Moreover, NIH has a projected increase of \$620 million; NSF, \$335 million, and Department of Energy, \$200 million. The Vice Chancellor felt these budget increases could significantly impact faculty and researchers who have submitted grant proposals to those agencies.

Associate Vice Chancellor Rice

The review panels for the faculty seed grant proposals will start next week; ORDA hopes to make decisions on awards earlier than in the past.

Dean Wilson

The fellowship season is underway. The doctoral and Morris fellowship applications should go out to the panels tomorrow. The Graduate School has been trying over the last several years to push up the date in the process so awards can be made earlier. Dean Wilson thanked the faculty who have served on the Graduate School review panels and those who have acted as referees for the Midwest Association of Graduate Schools Outstanding Thesis Award competition.

Graduate School applications (including international applications) are up substantially again for this year. Hopefully, those applications will ultimately translate into enrollment of a similar yield.

At this time, Prof. Colwell noted that the Council had previously approved a resolution setting a uniform application fee of \$40.00 with increments of \$5.00 every year thereafter. Therefore, that fee will be increased to \$45.00 beginning July 1. Addressing another issue, Dean Wilson reported that some accounts are still being set up for the credit card payment option before it can be finalized. As soon as those issues are worked out, a test period will be held, and the process will then go live.

5. Faculty Senate—Prof. Tulis

Much of the usual business at the last meeting was set aside to allow President Poshard the opportunity to address the Faculty Senate. However, the Senate did approve a minor in Forensic Science. At the next meeting, there will be continuing discussion of enrollment and retention issues.

6. Announcements—Prof. Colwell

Prof. Colwell provided an update of his current activities as Chair:

- a) Attended two meetings of the Chancellor's Executive Meeting during the month of January.
- b) Served as a Graduate Council representative to the Diversity Task Force on Purchasing.
- c) Met with Chancellor Dunn in their monthly one-on-one meeting.
- d) Attended the Edwardsville Board of Trustees meeting in January.
- e) In January, attended the Graduate Council Executive Committee which included standing committee chairs and Graduate School and GPSC representatives. Chancellor Dunn also attended this meeting.

As a final comment, Prof. Colwell said there was a new link on the Graduate Council website, "Summary of Actions." This link provides information regarding resolutions considered by the Council, such as the name of the standing committee that evaluated the resolution, when it was approved, and what has occurred since approval.

7. Nominations to Committees—Prof. Tragoudas

Prof. Tragoudas reported there were no nominations to committees. Prof. Colwell noted that Prof. Tragoudas would serve as the Graduate Council's representative to the Faculty Senate this semester.

8. GPSC Report—Chris Green

At GPSC's first meeting of the Spring Semester, discussion included allocation of funds for spring events and reconstruction and redesign of GPSC's website. At the next GPSC meeting, Drs. Dunn and Dietz and Mr. Moccia have been invited to present information on FY08 tuition and fee increases. At the conclusion of Mr. Green's comments, the VCR offered assistance to GPSC during their website redesign.

At this time, Dean Wilson said that the process for negotiations with the graduate assistant union has begun. There have been some initial meetings to set ground rules and the next meeting will probably be in a couple of weeks.

9. Report of the Programs Committee—Prof. Esling

ANNOUNCEMENT OF RESOLUTION

RATIONALE: A demand exists for professionals with expertise in both engineering and law to work in patent, copyright and trademark law, environmental law, and food and drug law. The Department of Electrical and Computer Engineering and the School of Law would like to establish a concurrent Master of Science and Juris Doctor degree program. Students must meet the requirements of admission and be admitted separately to the College of Engineering and the School of Law. The proposed concurrent degree program

does not require any significant new resources and meets the guidelines established by the Graduate Council regarding concurrent degrees.

RESOLUTION: Be it resolved that the Graduate Council approves the establishment of a concurrent Master of Science degree in Electrical and Computer Engineering and Juris Doctor degree in Law, a Reasonable and Moderate Extension (RME).

Before Prof. Esling proceeded with this remarks, Prof. Colwell mentioned that, for the first time with this month's agenda, there was not only a link to this resolution, but also to the related RME so both documents could be accessed for review. This procedure will continue with future agenda resolutions/RMEs.

Prof. Esling then provided comments about the resolution. He said that several students, in anticipation of this program's approval, have actually started classes. Therefore, to become effective immediately, the New Programs Committee recommends that the Council waive the rules to vote on this proposal at today's meeting. Dean Wilson added that students began taking courses with the expectation that the program would be in effect this Spring but for various reasons, that approval process was delayed. However, if the Council would consider this program for approval at today's meeting, it could become effective immediately. Therefore, he encouraged the Council to suspend the rules to consider the proposal.

Prof. Whitfield and Prof. Rudasill of the Law School were in attendance to answer questions regarding the proposal.

Prof. Gupta asked why other departments had not taken the same initiative as Electrical and Computer Engineering? Dean Wilson responded that students who desire this type of program have an interest in patent law and electrical and computer engineering seems to be the area in which patent law firms have interest.

Prof. Anderson moved to waive the rules to allow for further discussion of the proposal; her motion was seconded and approved. However, there was no further discussion.

Prof. Rivers then moved to approve the proposal; the motion was seconded. Prof. Colwell called the question and the resolution passed in a voice vote.

After the vote, Prof. Anderson made a motion to re-instate *Roberts Rules of Order*. Her motion was seconded and approved.

10. Report of the Research Committee—Prof. Bates for Prof. Achenbach

Prof. Colwell noted that since Prof. Achenbach was on sabbatical this semester, Prof. Bates would serve as chair of the Committee.

Prof. Bates said there was no report from the Committee at this time.

11. Report of the Program Review Committee—Prof. Anderson

The reports from all program review reports from last semester have come in with the exception of one external and one internal reviewer's report. The Committee members are now preparing a short summary of the internal and external review reports for the particular unit's review team on which they served. These summaries will be presented at the March Graduate Council meeting. Prof. Anderson thanked the Committee members for their work during the review process.

The VCR felt that this year's review process went very well. The quality of the reviews and reviewers themselves was excellent, thoughtful, and provided valuable input to the units.

12. Report of the Educational Policies Committee—Prof. King

This semester, the Educational Policies Committee will be examining recommendations from the Blue Ribbon Committee (chaired by Prof. Kittleson) concerning fellowship awards.

The other matter under consideration by the Educational Policies Committee is the academic integrity resolution drafted by last semester. There will be a presentation from Prof. McClurg on Turnitin at today's meeting related to that resolution.

13. Old Business

There was no Old Business to bring before the Council.

14. New Business

a. Library Serials Cancellation Procedures—David Carlson and Susan Logue

Dean Carlson said in order to address a \$500,000 FY08 budget shortfall for the Library, a process of serials cancellations within the departments will occur. The Library's traditional approach in addressing this type of situation has been to identify a percentage or an amount to be cut from each department's serials budget. This time, however, the Library decided on a different approach by identifying serials that increased in cost by 50% or more over the last five years. When the Library identified those serials, it was very close to the amount of money that needed to be cut from the budget. That approach resulted in two lists that were sent to departments. One list indicated those titles that had increased at least 50% or more over the last five years that the Library recommended for cancellation. The second list contained the remaining titles. The Library's instructions to the departments were to consider both lists. If there were titles on the "recommended for cancellation" list that a department needed, regardless of price that should be so indicated. However, the price of that journal would be made up from journals on the other list.

Another budget challenge for the Library is the fact that many of the journals received come in “publisher’s packages.” These packages cannot be considered for cancellation because they are bundled together and, therefore, not accessible. Therefore, this situation is an issue of concern because of the increasing amount of the Library’s budget tied to those packages.

Regarding timetable, the deadline for departmental responses to the Library is mid-February. That information will then be placed on the web by early March so all departments will have an opportunity to see those titles that under consideration for cancellation.

Prof. King asked if moving a percentage of print journal subscriptions to on-line would result in a fiscal cost savings for the Library? Dean Carlson responded that one of the hidden cost savings is in infrastructure and the Library has taken advantage of that savings. For example, the Library used to receive approximately 20,000-25,000 prints a year. Since the average issue is quarterly, that adds up to 100,000 issues a year. Currently, the Library receives approximately 30,000 subscriptions of which electronic journals number about 25,000. Therefore, there has been a substantial cutback in the text services processing area. However, even with that cutback, publisher costs continue to increase and the Library must use those funds to subsidize those increases.

Prof. Stucky noted that in the College of Liberal Arts there seemed to be a large discrepancy in cuts among the various departments and asked if there were any mechanisms in place to address the imbalance across units. Dean Logue responded that, as an example, the College of Education is looking at an initiative to balance out discrepancies among its departments. Thus, if a department does not get to keep a journal it needs, it may look for help from another department within the College to absorb the cost of the journal. Dean Carlson added that the Library would work with colleges where distributions do not seem fair. Prof. Hofling had a similar question. He felt that the serials cancellation process seemed to be very mechanical and does not take into account the nature of the needs of the departments. For example, he felt that a doctoral program would have greater needs than other programs that do not offer that degree. Dean Carlson responded that if a department has a long-established Ph.D., it should be the case that the journals subscribed to would reflect the intensive nature of that particular discipline and research requirement. Since the cut is made on a percentage basis, if a department starts with a larger pool, hopefully the percentage increase would not be quite as difficult.

Discussion then turned to the issue of placing the serials cancellation information on the Web in early March. Some Council members felt that this process should be expedited more quickly because that information would be more helpful to the departments at this time rather than March. Dean Carlson said that departments have not responded to the Library in terms of recommendations for cancellation, however, when they do, that information will be put up on the web.

At this time, Dean Logue mentioned that part of the reason the Library took the 50% approach this year was that, in the past, the 10% approach distributed the cuts across all departments equally. However, certain departments’

journals had increased dramatically while others had not increased at all. Therefore, the Library is trying to focus the cuts in the areas where prices increased to a greater degree. Dean Logue also commented that while she appreciated the need for departments to see which journals other departments were considering for cancellation, the ability to manage that aspect within the Library was not possible. If every department had the ability to comment on every journal being considered for cancellation as the first step in the cancellation process, the Library could not manage the process time-wise. Prof. Hofling said there is only a need to have a listing of the journals within each department, and then contact could be made between the departments regarding a particular journal. Dean Logue said the Library had distributed such a list to deans that included all journals for every department within each college.

Discussion continued and some Council members re-iterated the need to place the list of serials cancellations on the web at an earlier date than March. They felt such a list would be very advantageous for departments sooner rather than later. At the end of the debate, Prof. Colwell summed up by saying he felt it was the request of the Council that a master list of serials cancellations be made available on the web to the campus community as soon as possible.

b. Turnitin.com Presentation—Prof. McClurg

Before Prof. McClurg's presentation, Prof. King provided background information. Last semester, the Educational Policies Committee was given the charge at looking at some issues involving academic integrity, one of which was plagiarism. Toward the end of the Fall Semester, the Committee drafted a resolution for the Council's consideration that involved a key tool to detect instances of plagiarism on campus. This tool is called Turnitin. The Committee felt, however, that it would be helpful to the Council if more information were provided about Turnitin before evaluating the resolution. Thus, Prof. McClurg was present today to provide such information. Prof. Post then distributed two handouts: 1) "Quick Tips for Turnitin", printed from the Library website, and 2) a copy of a PowerPoint presentation by Howard Carter from the Library which describes the process of Turnitin.

Prof. McClurg also distributed information on his PowerPoint presentation and then proceeded with his remarks. In describing Turnitin, he noted that the product is a combination of tools for checking on plagiarism, peer review of class work, on-line grading, and on-line record keeping. However, its primary function is to catch plagiarism. Turnitin also integrates well with other technology-in-teaching products such as Blackboard and WebCT.

Continuing with his remarks, Prof. McClurg said that Turnitin checks for plagiarism after an instructor uploads a student paper. Turnitin then checks the paper against its database and produces an "originality" report, so an instructor can see if a student's paper can be found in other sources. With respect to the originality report, it is important to know the quality of the database which is used; i.e., Google or similar database. Issues to consider include whether the database has a continuously updated internet archive, book and journal database, and previously submitted papers. Also, how is the database used such as a proprietary search algorithm that compares text strings across documents. The

originality report provides the following information: a) percent of document from other sources; b) highlighted parts of document from other sources; c) a direct link to those sources, and d) the ability to exclude bibliography and quoted material.

Using examples of two student papers from his class, Prof. McClurg then demonstrated by computer the step-by-step technical process of using Turnitin.com to check for plagiarism. (One paper was from a non-cheating student and the other from a student who may have cheated.) At the conclusion of the demonstration, Prof. McClurg said it was important to remember that the software does not actually indicate if materials have been plagiarized; it only provides a tool for the instructor to make that determination. Prof. McClurg then answered questions from Council members regarding Turnitin.com.

Before adjournment, Prof. Colwell reminded Council members that, due to the March 1 Board of Trustees meeting, next month's Council meeting would be held on March 8. Prof. Colwell then adjourned the meeting at 10:05 a.m.

Respectfully submitted,

Sandra L. Ballestro
Recording Secretary