

Southern Illinois University Carbondale
Minutes of the Graduate Council
November 1, 2012

CALL TO ORDER

A meeting of the SIU Carbondale Graduate Council (GC) was held in the Kaskaskia and Missouri Rooms of the Student Center, Carbondale, Illinois, on November 1, 2012. Chair Scott Ishman called the meeting to order at 8:00 am.

Members in attendance were, Najjar Abdul-Musawwir, Craig Anz, Ryan Ceresolo (GPSC), Scott Collins, Bryan Crow, Judith Davie, Carl Flowers, Susan Ford, Katherine Frith, Reza Habib, Dale "Buck" Hales, Constantine Hatziaioniu, Kathy Hytten (Judith Green), Scott Ishman, Benny LeMaster (GPSC), Matthew McCarroll, Grant Miller, Wanki Moon, Luke Norris (GPSC), Nathan Rice (GPSC), Ratna Sinha, Pamela Smoot, Brooke Talley (GPSC), Matthew Whiles, Andrew Youpa.

Announcement of Proxies: Judith Green for Kathy Hytten.

Ex-Officio members in attendance: Rita Cheng, Chancellor; John Nicklow, Provost and Vice Chancellor; John A. Koropchak, Vice Chancellor for Research and Graduate Dean; Susan Rimmer, Associate Vice Chancellor for Research.

Other attendees: James Allen, Associate Provost for Academic Programs; Wayne Glass, Director of OSPA; Mark Morris, College of Business; Terry Clark, Faculty Senate Representative; Michael Grey, Associate Professor in Magnetic Resonance Imaging & Computer Tomography; and Michelle Petrik, Recording Secretary.

CONSIDERATION OF MINUTES

Due to some confusion in the transition with Dr. Ishman returning to Carbondale and resuming his position as GC Chair, the October minutes have not yet been posted for review. Dr. Ishman suggested to defer the approval of the October minutes to December's meeting. No members opposed.

REMARKS

Chancellor Cheng

October was a busy month for visitors; foundation and alumni boards were here over the homecoming weekend. We have also had visits from Lieutenant Governor Simon and former Governor Thompson and many dignitaries at the ribbon cutting of the Transportation Education Center. We've been in the forefront of various stake holders.

We do have a new Vice Chancellor for Development of Alumni Relations; a key position to help with the very important fundraising activity that has to happen on the campus. Jim Salmo is currently at Rhode Island College, formerly at the University of Missouri, and he will be starting November 28th, pending approval by the Board of Trustees.

I am pleased that the McLafferty Annex planning has begun, and I know that many of you have been asked to participate and will be asked for input by the committee. In addition to McLafferty Annex planning, we do have 60 classrooms on the schedule for upgrades; everything from ceiling tiles, paint, chairs and window treatments, to the technology that needs to be in those rooms. Some of them have not been upgraded since they were built. We have 12 teaching labs on campus; we picked 12 based on recommendations that came in from the Provost's office and from the Vice Chancellor for Research on condition. Physical Plant had input on that as well. We also looked at the number of students in the majors that were impacted by those labs. We could have done all of them in one building, but we decided to try spreading them out.

There is a lot of other construction going on in the deferred maintenance category; our facilities maintenance fee, which is key to this, is a student fee that was started several years ago. We have started to get traction now, and have about 7 or 8 million dollars of revenue each year that we can put into this; it is a very important aspect of what we are trying to accomplish here.

I have begun listening sessions for faculty; we have 3 so far. We split senior faculty, un-tenured faculty and NTT into three groups and did a random draw of 8. I plan to do this throughout the year just to have informal conversations, find out what is on people's minds, and have an opportunity to provide input into some of the things we are doing. If you have colleagues that received an invitation, it isn't by strategic design, it is random; please encourage them to attend.

The Life and Safety Taskforce Report was submitted. The implementation team has been working very hard; they would like to provide a report to key constituents on the campus, and if possible I would like to seed my time in December to Rosemary Simmons, Director of the Counseling Center on campus, Joe Schaffer, Professor in Criminal Justice, and Todd Sigler, our Chief of Public Safety. They would like to lay out the key findings of the Life and Safety Taskforce and what the campus can expect from various groups in improving perceptions of safety. Joe wants to continue research to seek the latest information on perceptions, etc.

The Lipman Hearne team is working really hard with our internal communications and marketing staff. We have launched radio and social media ads in the last few weeks; we are getting a lot of positive feedback from our friends in Chicago. We have two different approaches; one is for influencers and one is for the students themselves. Our peers are hearing the influencer ads, not the student ads unless they are listening to teenager stations. I have asked them to come down and do some breakfast briefings over the next several months just to give people a sampling of what others are hearing about the campus. If that is scheduled, I would encourage you to attend.

In July we integrated the Dunn-Richmond Center back to campus so economic development and innovation links to the academic core. Getting the incubator and innovation space connected to the campus is an important goal and one that has some significant challenges to it, but we are determined to move through. Along with that, a review of our IP and our tech transfer operations will be launched soon so that we can have a better sense of what hurdles are in place and what incentives are in place for faculty in those areas.

We had a fall retreat with the Faculty Senate focusing on Distance Education; I thought it went really well and I want to thank the presenters. The Deans also had a retreat last week where they talked

about budget and ways to work together in cross-disciplinary efforts across the campus; I think that they will begin conversations in the Colleges and encourage cross-disciplinary work.

Last, we have had significant challenges in our budget, and we continue to have those. We did launch the budget reduction exercise after considerable conversations since last June. The units are working to secure a budget that is balanced and those are challenges that we will continue to have.

Provost Nicklow

We have spent a lot of time over the past month revamping our scholarship financial aid processes/amounts/timing; looking at peer institutions getting a lot of advice from external constituents and consultants. What we are finding is that we know quality of program is a primary draw to both graduate and undergraduate programs; for the undergraduate programs financial aid and scholarships seem to have jumped in terms of priority and reason for choice. We are spending a lot of time making sure that those systems are properly aligned so that they can draw the right yield of students. Along with that, revamping our recruitment: this is about the second or third reorganization of that group. We are doing more territorial management, so that recruiters know prospects and their territory by name.

The other things we are working on, that may be more relevant here, are implementing some things we already have. Banner has a wait listing function that we have never used; we are working on utilizing/implementing that. It is not the ideal wait list function, but I think we are going to get what we have in place up and running then tweak it with some programming as needed. Basically, if a course is closed and a seat opens up, the student will get an email telling them they can go register for it.

We also have scheduling software, automated scheduling of classrooms and space, applying to more than just classrooms. This is something we have had for several years, but has not been implemented for a number of different reasons. We have been working on a fall 2013 launch. The reason chose that is because the schedule for fall 2013 is being created now. Tomorrow the system called R25 will go live and basically that builds a database of all classroom space at the university. Immediately after that a system called S25 goes in that optimizes; it is a very elaborate optimization scheme with constraints and preferences. It runs in about 2 seconds, optimizes all space across the university and then we can go in and make changes manually as needed. The last step, in summer 2013, is something called X25 which provides utilization/efficiency reports of how we are using our space. It also provides pictures and maps for the students so they can bring it up on their iPhone: where they have class, where the building is located, and where the classroom is within that building. It is really student oriented.

As a precursor to this effort, we implemented Form 75's this year, so if you want to change the schedule or location of a class, there is a form now to do that. I am happy we have done this; I think it significantly cuts down the number of changes. Once registration opened, we had far fewer changes between then and the beginning of the semester. I think that is a good thing for students; less messing with their schedules.

The last thing we are working on is part of the Oracle/Oracle Enterprise system. All of the modules within Oracle have something called workflow. A few years ago we implemented a system called workflow, but it was not really workflow, it was electronic signatures only. We want to be to a place where if I have a form, I sign it electronically, hit a button and it goes to the next person. They get an email, indicating a form is waiting with a URL link to follow for approval, and then the form goes to the

next level very quickly. That is true automated workflow. We do have those modules; again, they have not been implemented. So, we are working to make sure those are up in place. We have a taskforce working on primarily the financials and HR paperwork for the first step.

Another piece related to that is SalukiNet. We also have a group working on redesigning SalukiNet. The student portal is for graduate and undergraduate students, and is being updated with a new version. Right before this is launched, we have an opportunity to decide what we want to show or what we want the students to see on SalukiNet. We are talking about what the calendar of events should look like; right now it is cluttered, so we would like to simplify it.

Finally, a new initiative we are going to pilot in the spring for the undergraduates is a tablet and e-text initiative; you will be hearing about this. Through collaboration with Educause and Internet2 we have the opportunity to pick about 10 sections of a course to purchase tablets and e-text for students in those courses. We are working to find instructors that are interested. We are going to be assessing how this is integrated into the learning outcomes, what is the value, how does the e-text work, etc. E-text usage went from about 7% to 25% nation-wide last year. It has taken a long time, but I think it is really catching on. Many of our students are using tablets, many of our students have these in high school; high school districts buy them. Depending on how this goes, our plan is to use some IT (local) money to purchase tablets for all incoming freshmen. The apps for this allow for usage in the classroom and outside of the classroom; apps where residence hall students can receive a message informing them if the washer/dryer down stairs is available and they can reserve it, apps to view things going on in the student center, etc. It really becomes a tool for living on campus. We would also work with the instructors in those courses; new tools. In the process we are upgrading the wireless across campus. I think it is an exciting time to be a teacher.

Discussion took place.

ANNOUNCEMENTS

Vice Chancellor John A. Koropchak

We have completed our negotiations with the federal government on our F&A rate (indirect cost rate) and they have agreed to a 2% increase, to 47.5%, that will be in effect for four years.

The Technology and Innovation Expo held on October 19 appeared to be a great success with about 140 attendees, including 15 HS students from Effingham. The student IDEA competition attracted 18 applicants, and several thousand votes cast on the crowd-voting platform. Awards were presented for:

- Inventor of the Year: Kathleen C.M. Campbell (Department of Surgery)
- Innovator of the Year: Lichang Wang (Chemistry)
- University Start-Up of the Year: Thermaquatica, Inc. (Ken Anderson and Jack Crelling, Geology)
- Student Start-Up of the Year: Rovertown.com (Mike Phillip, et al.)

I reported last month that grants and contracts were down and that we thought that this was in part due to delays in payments by agencies; we believe that is still part of the reason. Based on preliminary analyses, we have also determined that the number of proposals being submitted is lower in the first quarter, and the total amount being requested, is also lower. This raises more serious concern and is

something that we are investigating and developing an action plan to address. If anyone has thoughts on this issue, we would appreciate hearing about them.

The Chancellor mentioned the work of Lipman Hearne. One of the other angles on Lipman Hearne's work is they are going to provide focus on graduate student recruiting this year; we are beginning our work with them on this topic. We had a good discussion with them yesterday, and will meet with them next week. One idea is to focus initial marketing efforts on programs with growth potential, such as non-thesis masters programs.

As part of another new graduate student recruiting effort, Dr. Ratna Sinha from the Graduate School participated in a tour of 16 universities in India, and returned with the names of 1600 candidate students. Those names have been distributed to the appropriate programs, many of which have already started contacting those students.

We also had a unique visit from a group of 15 students from Central Oklahoma University that were taking a mid-west tour. A number of the colleges and departments were involved with that, and we want to thank those folks for their participation. We have also begun collaborative discussions with Harris-Stowe State University, an HBCU in St. Louis.

The interdisciplinary research task force that we convened last spring continues to work together, and the Chancellor has provided some support that will fuel that activity. We should provide a more detailed report to the Graduate Council at an upcoming meeting.

Finally, our IGERT program (Watershed Science and Policy) has been invited to become an Associate Member of a similar doctoral program (SMART) in the European Union. This is a testament to the international renown that program is gaining.

Discussion took place.

Associate Vice Chancellor Susan Rimmer

The Faculty Seed Grant deadline is coming up on November 12th. This is the next generation of faculty who will be out there writing grants, so encourage your colleagues to apply to this program. Help them out by offering to read proposals and giving advice. More importantly for this group is that after the deadline we will be putting together the NSF style review panels and it is quite likely we will be tapping into some of the expertise in this room. I know it is a big time commitment, but I think it is for a very good cause.

Discussion took place.

Chair Scott Ishman

The McLafferty Annex Planning Committee has met on several occasions now; one of those meetings included a visit to the facility. We are still early in the discussion as to the possibilities for use of that space. Professor McCarroll and I are both on that committee, so we are well represented.

The 5/10/15 Rule Policy Committee has been meeting weekly; our last meeting was yesterday. We will be meeting again next week and the week after to address that issue. I do not have much else to report except that we have been meeting and having discussions regarding that policy and how we might be able to improve on it.

Discussion took place.

REPORTS

1. Faculty Senate – Professor Clark

We normally have our executive meeting on Tuesdays; we rescheduled for tomorrow. So, I have nothing to report from that. The last Faculty Senate meeting, most notably, UEPC had a number of interesting resolutions; one was for a specialization in law and economics in the department of Economics, the second was for approval to change the name of the Department of Radio and Television to the Department of Radio, Television and Digital Media, and the third was for a certification in new companion animal nutrition in the department of Agriculture.

2. Dean's Council

A representative from Dean's Council was not in attendance at the meeting.

- Dr. Ishman reported on behalf of Dean Kempf-Leonard that the Dean's Council had a retreat and now has a new meeting agenda.
- Provost Nicklow added that in the off-weeks of Dean's Council the Deans want to meet more informally with no agenda. I am there to facilitate, but basically the Deans are looking to collaborate a lot of focus on interdisciplinary programs, new programs, and taking existing courses and repackaging them to come up with something new to offer students. The best examples are probably the Gaming Certificate and Business Logistics between Engineering and Business. I think that is exciting; more collaboration has come out of this than I have seen in a long time.

3. Report from CPBAC – Professor McCaroll

Several of the issues have already been discussed, so I will mention just a couple additional things. One thing discussed in the meeting was that an alternate tuition rate is being pursued that would allow us to recruit high achieving students primarily from out-of-state regions.

There was some discussion on the Budget and Planning Strategy Committee for FY-13. We were looking at a nearly \$13M shortfall; about \$9.5M was recovered through mitigating factors rather than direct cuts which resulted in about \$4.5M in cuts that had to be distributed. A little bit of discussion was had with how the distribution would take place. We used a differential distribution model this year that was based on College enrollment and credit hour generation. The effects ranged from the most negative cut of \$641K for Education and Human Services to the most positive increase of \$405K for the College of Science. I would like to note that these numbers do not reflect the self-funded salary increases.

The last thing I can mention is the initial report from the 5/10/15 Rule Committee. It is an ongoing process that we are looking at, but I can report that at this stage we are considering potentially using a portfolio approach to look at individual departments from a fiscal responsibility perspective rather than a course by course rule. Through ongoing work the committee will look at potential models and run evaluations on how potential models will effect actual enrollment at departmental levels. This is will hopefully conclude by the end of the year.

4. Nominations to Committees – Professor McCarroll

We have a few committees that I am still working on, but primarily for the month of October we had nominations for the Secondary Review Committee for the IBHE Metrics. The confirmations are:

- Holly Hurlburt (History)
- Saikat Talapatra (Physics)
- Ryan Netzley (English)
- Sara Baer (Plant Biology)
- Tobin Grant (Political Science)
- Ed Heist (Zoology)

There are a few more we are still working on with Jim Allen to provide, so you may get additional contacts. Thank you to everyone that has been willing to serve.

5. GPSC Report – Brooke Talley

Last week I met with Dr. Rimmer and Debbie Fields to talk about how we could be involved in the Research Town Meeting this spring. We are definitely going to be involved in some capacity; still working on the details. We might be giving an award and/or hosting a half-day workshop. If you have suggestions on what would help graduate students please let us know; that would be very helpful. Right now I am thinking about addressing topics such as how to create a CV and also including some of our law students to talk about plagiarism/intellectual property/copyright law/etc. Really we want to be able to help graduate students with successfully pursuing job opportunities after graduation.

Also, we have finalized our budget for the year. I have included setting aside \$30,000 to assist graduate students with travel to meetings. If a grad student is attending they can receive \$75 and if a student is presenting they can receive \$150; all information is on the GPSC website. In addition, we will be giving \$10,000 in awards this year to graduate students.

6. Report of Research Committee – Professor Davie

The Tuition on Grants Committee has not yet met. I would like to briefly summarize what the Research Committee has done over the past semester. One thing we have done is re-analyze the peer institution data that was used. We found several areas of concern; the major concern being a question of whether we are truly comparing comparable peer institutions. Even within that set, and additional peer institution data, what we found is that there is a tremendous variance in these policies. I think the focus here needs to be what a good policy is for SIU.

One thing my colleague mentioned that was helpful to them is that all of us do not apply for grants from NIH or NSF, so I have passed around a budget breakdown. On the first page is the R15. NIH has several funding mechanisms; one you may be familiar with is the Flagship R01; this is the grant we all want; they are extremely competitive. They also have another grant called an R15; this is a smaller grant designed for institutions that have not yet achieved the level of NIH funding that we aspire to. We are R15 eligible. Again, that is one of our areas of concern; that some of the peer institution data used was R15 ineligible, which really changes the profile. On the Carbondale campus we currently hold 14 R15's and 7 R01's; those 7 R01's are held by 5 individuals. (See attachment)

In the first column on the left is my funded grant; as you can see I put 2 students on it. These grants are capped; you can ask for \$100,000 for 3 years and that is all you can ask for. The indirect costs are highlighted at the bottom. I should mention that even if the grant is funded, you rarely get what you asked for. The grant was actually funded at \$90,000 from the NIH, so that cut has to come from somewhere. The middle column is off, but the Research Committee was immediately concerned with the international student tuition being charged. As you can see this demolishes the grant; there is nothing left for commodities which is everything used to do our experiments, so that grant cannot be written. Fortunately the domestic tuition was instituted. If anyone wrote a grant in October, you will notice my tuition numbers are low; these are the current year's numbers. We are asked, because grants are written a year in advance, to incorporate the increases that are anticipated. One area of concern is taking that \$15,758 out of the budget somehow; it has been taken out of commodities. The other thing that is going to happen is, because in the NIH the direct cost is your grant cap, the indirects will reduce. That is going to be about \$3,600 per graduate student; projecting to lose \$3,600 per graduate student in indirects and gain, to fund new graduate students, about \$2,000.

Faculty are very concerned about this; even with being able to fund 2 students, the question is can we still fund these grants. We have heard feedback from the NIH; they very rarely see tuition on R15 grants and the presence of these charges can impact the funding. Again, not every grant with a fundable score is funded. The study sections will look back to ask how many students are supported through the grant and select ones that provide the most bang for the buck; if they can support 3 students on one grant and 2 students on another, they will choose the grant where they can support the 3 students.

On the reverse side of the sheet is an example of a grant I just put in. I wrote this budget in May prior to the tuition policy; you can see I was able to squeeze 3 students on it. Now, when I re-wrote it for an October submission, I had to drop a student; there was just no way to put a 3rd student on that. I should mention, as the committee has talked, one thing that we are aware of is that this cap on the direct cost is NIH specific; in the NSF, the cap is on the total award allowing a little more flexibility.

Again, these are the issues that we have identified. Another thing the committee has been working on is to try to find creative solutions; to actually develop a policy that allows us to achieve the stated goal of enhancing graduate education.

Discussion took place.

7. Report of New Programs Committee – Professor Flowers

I am going to be talking about the Resolution in support of RME for Post-Baccalaureate Certificate in Magnetic Resonance Imaging in Radiologic Sciences. This was first introduced in our October meeting; this is the meeting at which we will vote.

Professor Flowers read the following:

**Graduate Council Resolution in Support of RME for Post-Baccalaureate Certificate
in Magnetic Resonance Imaging in Radiologic Sciences**

RATIONALE

Whereas, the College of Applied Sciences and Arts proposes the addition of a Post-Baccalaureate Certificate in Magnetic Resonance Imaging in Radiologic Sciences; and

Whereas, the need for Radiologic Technologists is expected to increase greater than 12% between 2008 and 2018; and

Whereas, the Post-Baccalaureate Certificate in Magnetic Resonance Imaging will be housed in the School of Allied Health and will require 18 credit hours of coursework; and

Whereas, the addition of certificates in this area may be expected to generate credit hours and tuition dollars from both existing students and professionals wishing to enhance their skills; and

Whereas, no additional state resources will be needed to support this program, which will be delivered via residential, on-line and off-campus formats through the Office of Distance Education on a cost recovery basis; and

Whereas, no other educational units, curricula or degrees will be affected by the MRI post baccalaureate certificate program

RESOLUTION

Therefore, be it resolved that the Graduate Council approves the proposed RME for a Post-Baccalaureate Certificate in Magnetic Resonance Imaging in Radiologic Sciences

Discussion took place.

The Graduate Council voted unanimously in favor of the resolution.

8. Report of Program Review Committee – Professor Hatziadoniu

The reviews are proceeding normally. Updates are being posted to the Graduate School's website.

- Dr. Allen asked for everyone’s cooperation in reviews as they are participating. We will be shifting to a single team; that means reviewers on campus will be collaborating with our off-campus reviewers. Those folks clearly need to understand what their roles and responsibilities are so that there is one seamless and effective report. That affects the programs quite immediately; we no longer have 2 reports, so the more you are able to work as a team, the better. I know this is still asking a lot of the internal reviewer(s), primarily because it still means that you have to set aside a block of time to dedicate to someone else’s program and you don’t often have that time open when everyone else is available. We are experimenting with what you had recommended of working to a single team, and I will report to you all at the end of the cycle in May on how it worked. If we need to change it, we will make some proposals then.

Discussion took place.

9. Report of Ed. Policies Committee – Professor Collins

As many of you know, we have been working on an incomplete grade policy resolution for a couple of months; the committee has had a tremendous amount of discussion on this. What we are doing is putting forth a resolution where the main intent is to get discussion from the body as a whole.

Dr. Collins read the following:

Resolution Recommending an Incomplete Grade Policy Graduate Council, Education Policies Committee, 17 October 2012

Whereas, an INC grade should be assigned when, for reasons beyond their control, students engaged in passing work are unable to complete all class assignments; and

Whereas, students have an obligation to complete the work associated with courses they are taking; and

Whereas, an INC grade is not calculated into a student’s cumulative grade point average which is an indicator of student performance; and

Whereas a number of peer institutions have a policy changing an INC grade to a grade of F after a set amount of time;

Therefore, be it resolved that the Graduate Council recommends to the Graduate School that the Incomplete grade policy below be approved for use.

“An INC grade should be assigned for when, for reasons beyond their control, students engaged in passing work are unable to complete all class assignments. INC is not included in grade point computation. An INC must be changed to a completed grade within one year from the date it is posted, or graduation, whichever comes first. Should the student fail to complete the course within the time period designated, that is, one year from the date the INC grade is posted or graduation, whichever comes first, the Incomplete will be converted to a grade of F and the grade will be computed in the student’s grade point average. To complete the work from the

original registration, a student should not register for the course again, but should complete the work for the original registration if the original registration is within the normal time limits established for the degree.”

In fall 2011, for the Graduate School only, there were 375 incompletes posted. When checking with 11 different peer institutions from the Provost’s office, 5 of them have an automatic conversion within one year from INC to an F, 4 of them have automatic conversion to an F by the end of the next term/2nd term, 2 of them had this issue in limbo and we are one of them that state an incomplete can stay forever.

When talking with the Graduate School staff they say they rarely see a graduate clearance go through without an INC posted on it. So, either the work is not being completed or the student is taking a different course. Some of the concerns are:

- An F would hinder the student from meeting the Graduate Schools 3.0 GPA requirement for graduation.
- Are INC grades being used in cases where a W or DEF should be assigned?
- When an INC is awarded there should be a contract between the instructor and the student which defines the expectations/time frame for the work to be completed.

Discussion took place.

10. Old Business

Matt McCarroll briefly reported on the Committee for Tuition on Grants; with consultation from the Provost and VCR office, a committee of 15 members has been established.

11. New Business

Nothing to report.

ADJOURNMENT

There being no further business to bring before the GC, the motion to adjourn was moved and seconded. December 6, 2012, and the Missouri and Kaskaskia Rooms of the Student Center were fixed as the date and place for the next meeting.

Meeting adjourned at 9:48 am.

Michelle K. Petrik, Recording Secretary

Attachments:

Agency: National Institute of Health / Funding Mechanism: R15 / Grant Period: 3 year

Agency: National Institute of Health / Funding Mechanism: R21 / Grant Period: 2 year

Graduate Council Resolution in Support of RME for Post-Baccalaureate Certificate in Magnetic Resonance Imaging in Radiologic Sciences

Resolution Recommending an Incomplete Grade Policy