

## MEETING OF THE 2008-2009 GRADUATE COUNCIL

Southern Illinois University Carbondale

Thursday, April 9, 2009--8:00 a.m.

Kaskaskia/Missouri Room—Student Center

### AGENDA

#### Announcement of Proxies

1. Consideration of the minutes\* of the March 5, 2009.
2. Remarks / Announcements
  - a. University & Graduate School Leadership
  - b. Constituency Leadership
    1. Faculty Senate – Dr. Mary Lamb for Dr. Peggy Stockdale
    2. GPSC – Alexandro Strong
    3. A/P Staff Council
4. Committee Reports
  - a. Executive Committee – Professor Britton
    1. Chancellor Search Committee
  - b. Appointments to Committees – Dr. Hellgren
  - c. Research Committee – Dr. Renzaglia
    1. Research Overhead Distribution – Proposal for additional study.
    2. Resolution on Open Access -- for Information
  - d. Ed. Policies Committee – Dr. Manfredi
    1. Resolution regarding 'Apply Yourself' (attached)
  - e. New Programs Committee—Dr. Williard
    1. First Reading – Experimental Psychology

RATIONALE: The Psychology Department has proposed to change their M.A./Ph.D. concentration in Experimental Psychology to two concentrations in 1. Applied Psychology and 2. Brain and Cognitive Sciences. This proposed change officially recognizes the two concentrations, which have been a functional part of the program since 1999. The designation of the Applied Psychology and Brain and Cognitive Sciences concentrations will aid the recruitment of students into these areas. There are no anticipated budgetary effects of this degree modification.

RESOLUTION: Be it resolved that the Graduate Council approves the Psychology Department's change of their M.A./Ph.D. concentration in Experimental Psychology to two concentrations in 1. Applied Psychology and 2. Brain and Cognitive Sciences.

2. First Reading – Criminology and Criminal Justice

RATIONALE: The Center for the Study of Crime, Delinquency, and Corrections has requested a change in the name of their department to "Criminology and Criminal Justice" and their B.A. and M.A. degrees from "Administration of Justice" to "Criminology and Criminal Justice". The departmental and degree program names are historical artifacts. The name change to Criminology and Criminal Justice better reflects the research orientation and social science curriculum of the program. The proposed

name was a unanimous choice of the faculty. There are no anticipated budgetary effects of the name changes.

RESOLUTION: Be it resolved that the Graduate Council approves the change of the name of the department from the Center for the Study of Crime, Delinquency, and Corrections to the Department of Criminology and Criminal Justice and the change of the name of the B.A. and M.A. degrees from Administration of Justice to Criminology and Criminal Justice.

3. First Reading – Speech Communication

RATIONALE: The Department of Speech Communication has proposed to eliminate their M.S. in Speech Communication and maintain the M.A. in Speech Communication with the same degree requirements as the current M.S. degree. The M.A. is the most common degree for the discipline of Speech Communication and the department has concluded that the M.A. degree is a better reflection of the curriculum and degree earned. There are no anticipated budgetary effects of this degree termination.

RESOLUTION: Be it resolved that the Graduate Council approves the elimination of the M.S. in Speech Communication and the revision of the M.A. in Speech Communication to have the same degree requirements as the current M.S. degree.

f. Program Review Committee—Dr. Mundschenk

g. Committee on Interim Titles – Dr. Mark Kittleson

1. Recommendation Regarding Interim Titles – Proposal is attached

6. Old Business

7. New Business

**The Next Meeting of the Graduate Council will take place Thursday, May 5, 2009, at 8:00 a.m. in the Kaskaskia/Missouri Room of the Student Center.**

## **Acting, Interim and Regular Positions at the level of Dean and above**

### **DEFINITIONS**

**Acting** - The prefix “Acting” should be attached to a title if and only if the regular occupant of that position is, for any reason, temporarily unable to fulfill his/her responsibilities and is expected to return to that position.

**Interim** - The prefix “Interim” should be attached to a title if and only if the regular occupant of that position is, for any reason, not returning to that position and the position has been filled without a search, either internal or national.

Notes:

1. We encourage Colleges to modify their operating papers to follow the above definitions.
2. **We strongly encourage searches for all open positions.**
3. **We strongly encourage all Colleges to review their operating papers and implement similar protocol for dealing with interim positions.**

### **Proposal for *Future*:**

#### **Interim Appointment**

Appointing individuals to serve as interims should be avoided and should be done only when the position to be filled becomes vacant with *insufficient time to conduct an internal search*. This appointment should be for no longer than approximately 3 months. During that approximate three month period the university can prepare to have an internal search for the position with an understanding that 1) this appointment be for a maximum period of approximately 12 months and, 2) a good faith national search will be conducted within this period. The individual appointed can apply for future searches (either internal or national).

#### **Position Filled by an Internal Search**

- Positions known in advance to be opening should be filled by an internal search unless there is a sufficient time to conduct a national search. A person selected to occupy a position after a good faith internal search is not an interim. However, such appointments should be made for a approximately period of 12 months. This limit is imposed because it is reasonable to expect that a good faith national search can be completed within 12 months after the position has been filled following an internal search. A person selected to occupy a position after a good faith internal search may be a candidate for the position when a national search is

conducted. In the event a national search fails or is cancelled for legitimate reasons, the contract of the current occupant of the position may be extended the current occupant of the position has the confidence of the faculty who are under his/her authority, demonstrated by a formal evaluation process.

### **Proposal to Resolve *Current* Interim Positions at the dean level and above**

It is strongly recommended that searches for the current interim positions be conducted as soon as possible. The “interim” title of the current “interim” administrators may be removed provided that the current occupant of the position has the confidence of the faculty who are under his/her authority, demonstrated by a formal evaluation process.

### **References**

**The above proposal was developed after numerous meetings, individual consultation with colleagues at other institutions, as well as the attached document.**

## Resolution from Ed Policies regarding ApplyYourself

**Whereas** the decentralized process of admissions into graduate programs at SIUC makes Banner especially unsuited for processing graduate school admissions.

Examples that illustrate the inadequacies of Banner include:

- a. There is no ready-made status page indicating the list of individuals who have applied to a particular graduate program, and no sub-division of applicants into different degree programs within a single department.
- b. Banner is limited to listing only one degree from one college or university. Thus, Banner cannot show that an individual received both a bachelors degree and a masters degree from the same institution.

**And Whereas** overcoming these deficiencies in Banner might not be possible, and even if possible, would place additional and unreasonable burdens on the Banner team in Information Technology.

**And Whereas** even if all of these deficiencies were overcome, Banner would be a difficult application to use for processing graduate applications, requiring faculty and staff in graduate departments to suffer both a steeper initial learning curve and a difficult and frustrating user experience. For example, summary information for graduate applications would still need to be retrieved through Argos.

**And Whereas** the director of graduate admissions and two departmental representatives from the University of Illinois Urbana-Champaign all testified to the overwhelming superiority and greater flexibility of ApplyYourself compared to Banner in processing graduate applications at UIUC. Some of the details are:

- a. Potential applicants are presented with an application environment customized to conform to the look and feel of the general web presence of SIUC. This environment can be customized to contain pop-up windows providing more information for potential applicants about various parts of the application process that might apply to them. It can be configured to automatically close applications when a deadline has passed. It can be configured to automatically indicate the degrees/concentrations that are available in various departments.
- b. Customized and personalized letters can be generated for individual departments/programs and sent to individuals who are in various stages of the process of applying, to those who have been rejected, and to those who have been admitted.

- c. Many parts of the online application environment can be modified by selected “non-technical” staff at SIUC and the modifications become immediately available to potential applicants. For example, a department might wish to extend its application deadline, or modify a letter sent to those in the process of applying.
- d. Applicants can have letters of recommendation be both solicited and submitted electronically and be notified electronically when those recommendations have been submitted.
- e. Allows applicants to attach electronic documents of various types to their applications.
- f. Allows applicants to view a status page (customized for the program to which they are applying) showing exactly what parts of their application remain incomplete.
- g. Hobsons, the company that sells and supports ApplyYourself, provides applicants with help (through both email and phone contacts) using the online application.
- h. Allows departments to print one application or all applications with a single click.

**Therefore, be it Resolved**, that the Graduate Council recommends that the Director of the Graduate School be authorized to contract with Hobsons to enable the use of ApplyYourself at SIUC as soon as is practically possible, and that *an additional* \$15.00 be withheld from each graduate application be used to pay for this contract. It is further recommended that any money that remains after the contract is paid be used to support graduate student travel.