

## **2016 GRADUATE COUNCIL**

### **Meeting Minutes**

**March 3, 2016**

The Vice-Chair called the meeting to order at 08:00.

**Members Present:** Ratna Sinha, Constantine Hatziaioniu, Alison Watts, Silvia Secchi, Prema Narayan, Corné Prozesky, John Barnard, Johnathan Flowers, Natalie Nash, Amanda Barnard, Zhao Wanli, Michael Brown, Sandy Kim, Andrew Pardieck, Richard McKinnies, Joseph Shapiro, Cinzia Padovani, Tomas Velasco, Julie Partridge, Richard Bradley, Randolph Burnside, Boyd Goodson, Norman Carver, Michael Eichholz.

**Members Absent:** Greg Rose, Gray Whaley, David Conrad, Wayne Glass, Cynthia Sims, Kenneth Stickers, Charles Ruffner.

**Ex-Officio Members Present:** James Garvey, Susan Ford, James Allen, Andy Wang, Yueh-Ting Lee.

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

#### **Consideration of minutes**

The minutes of the February meeting were passed without amendments.

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

Dr Ford reported about low enrollment numbers. She stated that SIU is down by more than 1000 students in applications and another 1000 in admissions. The largest decline is with international students with applications down by 330 and admissions down by 53. She emphasized that the drop in enrollments is a major concern since 50% of the operating budget comes from tuition dollars. Dr Ford encouraged faculty to stay in contact with students who have already been admitted to ensure that such students do not end up going to other universities.

Dr Ford also reported about the status of ongoing searches. She mentioned that she is in negotiations with the top candidate for the position of Dean of Education and Human Services. For the search for the Dean of the College of Business, two candidates have been on campus and another two will be on campus before Spring break. She also encouraged faculty and everyone who has an opportunity to interact with the candidates to provide her with feedback on the forms made available.

**W. Zhao** asked whether Dr Ford has a timeline within which feedback should be submitted for the search for the Dean of Business. Dr Ford responded that she expects feedback from people who have interacted with the candidates during the week after Spring break or within a week of the visit of the last candidates.

For the position of Director for the Center for International Education, the search committee has submitted to the Office of Diversity and Equity names of candidates it is recommending for interviews. The names will then be submitted to Dr Ford and interviews will be arranged.

Dr Ford moved on to speak about the budget situation. Making reference to institutions such as Chicago State, Eastern Illinois and John A. Logan, she spoke of the negative impact of not having a budget. She explained that the difficulties experienced by the three institutions are a result of not having any cash flow since some of the operating costs come from the State. SIU receives approximately 50% of the regular budget from the State and the other

50% comes from tuition dollars. In comparison, the University of Illinois (UI) has a larger budget with a variety of funding sources and only 11% comes from the State. This makes UI less vulnerable than other institutions such as Chicago State that receives about 70% of funding from the State.

Dr Ford further explained that SIU also receives indirect funds through gifts and donations, but added that the scope within which to spend the funds is limited since indirect funds cannot be used to pay salaries. She explained that SIU is part of a system (Carbondale, Springfield (the School of Medicine), and Edwardsville) and can look within the system for cash flow making the university less vulnerable to a cash flow problem. She commented that there is no expectation to give out layoff notices, but stressed that the university must conserve cash since it does not appear that the budget impasse will be resolved anytime soon. She also relayed a message from Chancellor Colwell who is asking that spending for necessities only should happen until money starts flowing.

Dr Ford also explained that the Governor's budget recommends no funds for the fiscal year that is about to end, and a 20% cut for the next fiscal year. For SIU, the 20% cut represents a 10% reduction in the operating budget. The 12% figure about which President Dunn and Chancellor Colwell spoke is an estimate of how much loss SIU would have in the operating money next year if the Governor's recommended budget were to be passed and if SIU's current projections on enrollments do not change.

Dr Ford also reported that presidents of universities have been given 10 minutes each to present to the Appropriations Committee what the possible impact on their institutions if the Governor's budget were to pass. As such, the call that mentions a 12% cut, which was sent to all the Deans and units across campus, is a projection that is intended to provide information to President Dunn to assist him with his appeal to the Appropriations Committee. She also explained that there is no list of what might be eliminated if SIU had a cut but that President Dunn has asked for a list from everyone on campus and will announce parts of that list.

Dr Ford added that even without the funds from the State, SIU gave MAP grants to students as loans with the hope that money would be released.

She encouraged faculty to contact their legislators, senators, and the Governor and explain the effects of not having SIU in the Southern Illinois region.

**A. Barnard** asked about MAP grants and whether students are going to be asked to pay back. Dr Ford responded that no institution within the State has made a decision on what it would do if MAP funding was not provided. She added that there is an awareness that students who receive MAP are given the funds because they are unable to pay to go to college. Charging these students would mean they would also be unable to pay.

Getting back to the issue of contacting senators and legislators, Dr Allen encouraged members of the Graduate Council to initiate face-to-face contact with Rep Phelps and Rep Bryant who represent SIU in the Higher Education caucus. With a large part of SIU falling under Rep Bryant, Dr Allen stressed the importance of regular contact between SIU employees and Rep Bryant to ensure that she understands the important role she plays in mediating for a solution, rather than abstaining from voting. Dr Allen also mentioned that President Dunn has been in regular contact with Rep Bryant but added that Rep Bryant also needs to hear from faculty. He cautioned that under the ethics codes, it would be illegal to invite Rep Bryant to address the Graduate Council. SIU employees cannot meet Rep Bryant

in their official capacity to lobby on behalf of the institutions and the university's facilities, communication technologies and equipment cannot be used to make contact with Rep Bryant. He encouraged the Graduate Council to use personal means of communication to reach out to Rep Bryant.

**Dr Ford** related a story shared by a faculty member about how Rep Bryant and her office staff insisted (when telephoned) that she does not represent SIU. However, the map of her district includes SIU. Dr Ford noted to members of the Graduate Council to be aware of what Rep. Bryant and her staff might say when contacted.

**B. Goodson** asked about whether the budget situation could mean that SIU aggressively goes after under-performing students in order to increase enrollment. Dr Ford explained that the recruitment strategy is complex and includes targeting students who can pay tuition since SIU does not have a huge endowment.

**R. Burnside** asked whether there has been any analysis done about the impact of the MAP grants and whether MAP grants have an impact on low enrollment numbers. Dr Ford responded that a detailed analysis will be done soon.

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

Reported that grant support continues to be strong and is up to \$12 million compared to the previous year. He also explained that the REACH program that supports about 20 students will continue in the next year, but added that receiving a REACH grant does not mean a student will automatically get an undergraduate assistantship. Dr Garvey also reported that there is a plan to tentatively go along with the undergraduate assistantship program starting in Spring 2017, representing a delay of one semester because of budget uncertainty. He added that the main support structure for undergraduate research on campus happens through sponsored research and supports about 2000 undergraduate students.

He also reported that his office had issued a survey requesting feedback on the state of research on campus and had only received 280 responses.

Dr Garvey also commented that the post-doc policy is in the system and is recognized by Human Resources the post-doc as a position, with a 37.5% fringe rate.

He also reported that SIU will continue to be part of the Illinois Science and Technology Coalition, a group of universities that tries to show the State government what the universities do regarding transferring technology and innovations on campus and how such innovations lead to business development. Dr Garvey will be at the U of I to talk about the Illinois Innovation Index, a publication that showcases the work universities do to stimulate growth and development.

Finally, he announced that if there is no funding received, the Small Business Development Center will close by the end of March.

**C. Hatziadoni** asked about the policy for faculty start-ups. Dr Garvey responded that existing faculty startups will be honored. However, large startup needs from new faculty, if not urgent are being pushed back by about two months because of the cash flow problem. He stressed that no startup commitments will be made to new faculty hires for 2017.

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

Reported that the new graduate catalog is almost complete and that the online version will soon be ready. Dr Lee also reported that his office has completed the evaluation and decision process of all fellowship applications. In total there were 36 applicants for the Doctoral fellowship 34 met the criteria and the panel offered 15 awards. For the Masters Fellowship there were 45 applications, 44 applicants met the criteria and the panel offered 15 awards. Also, 15 people applied for the Graduate Dean's Fellowship, 14 met the criteria and the 6 awards were offered. For the PROMPT Assistantship there were three applicants, all three met the criteria and all were awarded the assistantship.

Dr Lee also reported that the Graduate School distributed the Teaching Allocation Awards to Colleges primarily based on graduate enrollment, credit hour production and last year's TAA budget.

Dr Lee commented that at the Graduate Enrollment Task Force at its last meeting agreed that the prevailing budget situation hurts graduate enrollment. However, the team will still work hard to increase enrollment numbers.

Dr Lee also announced that the Graduate Office is working on the election process for new Council members. He explained that there will be three vacant seats from the College of Liberal Arts, three from the College of Science, one from the College of Engineering, one from the School of Law and also one from the School of Medicine. He also announced that the Graduate School will hold a graduate financial symposium on March, 7 at the Morris Library.

**N. Carver** commented that the department of Computer Science has forwarded 12 Masters admissions that qualify for the high achiever tuition rate that was passed last year. He added that the decision made last year is helping to attract top paying students. He also spoke about financial guarantees and instate tuition rates. Dr Lee commented that there is information about the high achiever rater in the new graduate catalog.

**A. Bernard** asked whether the TAA funds are solely meant for TAs or whether fund allocation is at the discretion of each college. Dr Lee responded that the funds are only for graduate students with teaching responsibilities.

**J. Barnard** asked whether students who have been awarded fellowships have been notified. Dr Lee responded that the notification letters had already been sent to the different departments.

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

Dr Allen reported that together with Karen Renzaglia, LaShonda Stewart, Michelle Chitambar, and Peter Lemish, he will be organizing a discussion on how faculty can deal with the "broader impact" question in grant applications for competitive federal sources. The group will also discuss how SIU can be supportive of community engagement activities in a way that will be helpful to faculty applicants.

#### **Remarks – Council Chair, Eichholz**

**Update on program prioritization** – reported that the committee has identified draft criteria likely to be used for the prioritization. The committee will ask faculty for feedback once an initial data run has occurred.

He also mentioned that the operating paper will be revised before the April meeting. He explained that there is no formal way to include the Vice Chancellor for Research and that

Dr Garvey has been attending the meetings as a guest. The idea is to modify the paper and to identify and formalize the responsibilities of the Dean of Graduate School and the Vice Chancellor for Research. The entire graduate faculty will be asked to vote (on D2L) to pass the operating paper.

**C. Hatziaioniu** asked whether the criteria for program prioritization will be presented to the Graduate Council. Dr Eichholz responded that the criteria and the weighting will be emailed to the entire faculty with an option to discuss the criteria at a meeting of the Graduate Council.

#### **Remarks – Deans Council, Dr Wang**

Reported that the Deans, in their previous Council meeting, discussed the prevailing budget situation. He added that each college was trying to work out how it would cut 12% from its budget and working to determine the likely impact of a 12% cut. He also commented that the budget situation impacts future planning.

#### **GPSC Report, A. Barnard**

Announced that GPSC is accepting applications for the annual research awards. She explained that there are changes to the way the awards had been previously managed. GPSC has allocated \$5000 from its budget and students are requested to submit an itemized budget when completing the online application. The amount of money that will be allocated will be equal to the amount of money indicated in the itemized budget. The application should be accompanied by a letter of support from Faculty.

She also reported that GPSC has voted strongly in favor of increasing the student health insurance fee. The proposed fee increase is 6.4% and is equal to \$39 per semester or \$78 per 12 month year. This is intended to keep the same platinum level plan.

Ms Barnard also reported that GPSC was asked to vote on a disability services fee and voted against it, especially because the information provided was vague.

**Dr Ford** commented that the Federal government has changed the way financial aid and FAFSAs can be formalized so that FAFSAs for all students can now be submitted months earlier than they have been traditionally. This will begin with the next Fall's entrance. This means that financial aid can be packaged months earlier than before. Also, FAFSA applications can now be submitted based on the previous year's tax return rather than the current year's tax return. The implication is that discussions about tuition and fee rates should happen much earlier. In other words, beginning in April 2016 there should be discussions about tuition and fees for Fall 2017.

#### **Nominations to Committees/Announcements – Council Vice Chair, Goodson**

No report.

#### **Standing Committee Reports**

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

##### **Second reading:**

**Graduate Council Resolution in support of Resolution in support of Renaming the Master of Arts Degree in Applied Linguistics.** The Graduate Council voted to approve the resolution – 18 in favor, 1 abstention, 0 opposed. **Resolution passed.**

**Graduate Council Resolution in support of the Proposed Elimination of the Master of Laws Degree in the School of Law.** The Graduate Council voted to approve the resolution – 19 in favor, 0 abstention, 0 opposed. **Resolution passed.**

**Graduate Council Resolution in support of the Proposed Elimination of the Master of Legal Studies Degree in the School of Law.** The Graduate Council voted to approve the resolution – 18 in favor, 0 abstention, 1 opposed. **Resolution passed.**

**First reading:**

**Graduate Council Resolution in support of the Proposed Elimination of MBA concentrations in Change Management of Information Systems, and International Business in the College of Business.**

No discussion.

**Graduate Council Resolution in support of the addition of an accelerated MA degree in Linguistics in the College of Liberal arts.**

**R. Burnside** asked for a quantitative definition of the phrase ‘exceptional students’. C. Carstens explained that those are students who are highly motivated and do well in their coursework, and with a 3.0 GPA.

**M. Eichholz** asked whether the degree requires a thesis and noted that it seems to be too demanding for a program designed to be completed over one year. C. Carstens agreed that the program would be demanding on faculty and on the students but added that students would be expected to work on their theses over summer.

**S. Secchi** asked whether a non-thesis option has been considered. C. Carstens responded that there are currently two full length MAs, both with advanced coursework alternatives to the thesis. However, a decision was made to have an accelerated program that requires a thesis in part because there are not enough advanced course offerings for the accelerated students to make this kind of substitution, plus it is a good experience for someone completing an intensive sort of MA in a short time to do in-depth work. They have summer enrollment for this purpose as part of the program.

**A. Barnard** asked whether faculty would be available to support students over summer. C. Carstens explained that some of the support can be done via Skype.

**N. Nash** asked whether students in the program typically get assistantships or whether they are self-funded. C. Carstens responded that at the BA level there is a higher percentage of domestic students and so for them the department usually offers funding packages if students are going on to the MA. So, another advantage of the accelerated MA is that one year fewer funding would be required for the students to complete an MA.

**Program Review Committee Report, Professor Velasco**

No report.

**Research Committee Report, Professor Narayan**  
**Second Reading:**

No report.

**Education Policies Committee Report, Professor Shapiro**

## **Discussion of the transfer of graduate credits from non-accredited entities**

Professor Shapiro gave background about the discussions that have occurred about granting transfer credit to graduate students from non-accredited institutions. The discussion is specifically based on a request made by the Fire and Safety department. He stated that granting transfer credit from non-accredited entities would also help to increase enrollment numbers. He also explained the Education Policies Committee had been advised that granting such approval would jeopardize SIU accreditation.

**M. Eichholz** added that the goal was to bring the discussion to the entire council and to let the Graduate Council members hear from Dr Kistner of the Fire and Safety department.

**G. Kistner** explained that the request from the Fire and Safety department is to grant credit from students coming from non-accredited institutions such as the National Fire Academy. He explained that the National Fire Academy has been vetted by the American Council on Education (ACE). He also explained the role and function of the ACE and how it conducts assessments before accrediting programs. He also clarified that the request is specific to the National Fire Academy and no other institution adding that there are six MA programs across the U.S. that accept credit from the National Fire Academy. Dr Kistner also explained that the course he is considering is a four year program and would benefit students who hope to become Fire Chiefs later in the careers.

**N. Carver** commented that it is risky to start accepting non-accredited work because that will open the university up to more requests.

Dr Allen explained that SIU currently does not accept ACE credits at the graduate level, but that at the undergraduate level it is done on a strict case-by-case basis, which involves a careful review by faculty. Dr Allen also added that SIU has in the past been approached by a number of non-regionally accredited undergraduate institutions and it would be against the Higher Learning Commission's accreditation requirements and the IBHE to grant the transfer of those credits without a case-by-case review. The levels of scrutiny by national accrediting bodies are not as tight as with those at the regional level.

Dr Ford also added that the current university guidelines allow on a very limited case such credit considered at the undergraduate level. At the graduate level, the policy that was set by the Graduate Council and clearly stated in the graduate catalog states that no credit, not even on a case-by-case basis can be transferred from any institution that is not regionally accredited. So the request before the GC would mean a change of policy at the graduate level and that must happen through the GC.

**G. Kistner** explained that his request is that the Graduate Council revisit the existing policy.

The issue was discussed at length with a number of suggestions such as having a 30 credit hour degree, rather than a 39 credit hour degree. There were also counter-arguments made including the concern about tuition. In the end, Dr Kistner was advised to consider an internship route, something that will meet his needs without requiring the Graduate Council to do a policy change. He was also encouraged to report to the Education committee about progress.

**First reading:**

**Resolution on Admissions for International Applicants.**

**N. Carver** asked whether the Graduate School will not accept applications after May 1, since the resolution emphasizes that decisions on international students must be issued no later than May 1. He explained that in his department they receive applications throughout summer and there are countries that issue VISAs promptly. Dr Lee explained that students accepted after May 1 cannot start in the Fall semester.

**M. Eichholz** added that there are times when applications from tuition paying students are received in June and July. The proposed resolution will mean that such students are excluded. Drs Shapiro and Pardieck explained that the goal is to ensure that decisions on applications from international students are made promptly since not all countries rapidly issue VISAs.

**N. Carver** also commented that the resolution will not help improve graduate enrollment but may result in a decline in enrollments.

**A. Pardieck** asked for alternatives to dealing with the challenge of departments that delay in making decisions on applications.

There was a concern that there is no longer a quorum. A decision was made to read the remaining two resolutions and allow for discussion at the next meeting of the Graduate Council.

#### **Resolution on Graduate Student Academic Grievance Procedure.**

**M. Eichholz** suggested a change to the phrasing of the resolution such that it reads, "if the student **or respondent** does not request a third party."

**A. Barnard** asked whether there is a limit to just one third party. She commented that the resolution seems to suggest that there would be two faculty members against one student. Dr Pardieck gave background information about third parties but agreed that the resolution suggests that a student would have to face two faculty members. He also asked for alternative phrasing to be sent via email.

Dr Ford commented that the Graduate Council should be careful to separate academic grievances from union grievances since the two are separate and these different grievances are also resolved differently.

**N. Carver** asked about the relationship between the proposed resolution and the procedure that occurs in departments with a grievance procedure and the role of the college. Dr Ford responded that the Graduate School Grievance Procedure stipulates that departments should follow a departmental procedure if such exists. If a decision at the department level is to appeal, that appeal would be made to the Graduate Dean not the College Dean since the student would be a graduate student.

**M. Eichholz** suggested that further comments should be emailed to Dr Shapiro.

#### **Resolution to Recommend Approval of a Policy and Definition to Grant Emeritus Status to Retired Faculty and Administrators.**

No discussion.

#### **Old Business**

None



**New Business**

None

**Adjournment**

The meeting was adjourned at 10:24.