

## **2015 GRADUATE COUNCIL**

### **Meeting Minutes**

**September 3, 2015**

The meeting was called to order at 8:00am by Dr Yueh-Ting Lee. Dr Lee mentioned that M. Eichholz is Chair and that B. Goodson is Vice Chair. M. Eichholz advised all members that before going on sabbatical they must notify the Dean and Chair of the names of people who will act as proxies for the entire semester rather than send a new person to each meeting.

**Members Present:** Joseph Shapiro, Michael Brown, Johnathan Flowers, Cinzia Padovani, Andrew Pardieck, Kenneth Stickers, Alison Watts, Norman Carver, Constantine Hatziaioniu, John Barnard, Richard McKinnies, Cynthia Sims, Tomas Velasco, Sandy Kim, Jamie McNutt, Silvia Secchi, Prema Narayan, Randolph Burnside, Julie Partridge, Natalie Nash, Greg Rose, Michael Eichholz, Wayne Glass, Boyd Goodson, Corné Prozesky, Ratna Sinha, Amanda Barnard.

**Absent:** Conrad David, Gray Whaley, Dick Bradley.

**Proxies:** Charles Ruffner for Clayton Nielson.

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

**Ex-Officio Members Absent:** Randy Dunn.

#### **1. Consideration of minutes**

M. Eichholz asked for three sets of minutes to be considered:

April 2, 2015 minutes: amendment on page 2. J. Allen corrected his previous statement that summary reports of the program reviews are not made publicly available. As a matter of public report and quality assurance, the summary reports are released at the meeting of the Board of Trustees. The next meeting is in September. The minutes were approved with this one minor change.

May 7, 2015 minutes: A motion was made and seconded to approve the minutes. Minutes approved.

May 7, 2015 (second set of) minutes: A motion was made and seconded to approve the minutes. Minutes approved.

#### **2. Remarks - Provost S. Ford**

Dr Ford reported that a decision has been made to cover MAP grants (money from the State to the students) for the fall semester, in the hope that the money will come through. Students will not be billed for the cost yet. However, beginning in January the university will not be able to carry the debt and if money does not come through the students will be billed.

Combining her report with that of the President, Dr Ford reported the latest enrollment numbers. The numbers will be released on Tuesday, September 8, 2015. Online enrollment numbers have increased while on-campus enrollments

are down. The President is working with his budget committee to mitigate some of the impact on the revenue. She noted that in the previous year the undergraduate admissions office had challenges – had no permanent director and had continued to lose people in other director positions. Although the positions have been filled, the process took a long time. She added that despite the challenges the admissions team did great work and the drop in enrollment number is out of their control. The enrollment drops are in the following categories:

- **Phantom Students:** 50 percent of the drop falls under this category. These are no show/ghost students who would not have had an impact on the revenue. The Registrar actively sought out students who had registered but had not done anything beyond registering. About 300 students withdrew their registration.
- **Academically underprepared students:** A new approach toward academically underprepared students has been taken. The application period for such students has been cut to May 1 (rather than being left open until the first week of classes). The new approach has resulted in a drop of about 140 students.
- **Brazilian Science without Borders Exchange Students:** In the past the Brazilian government had sent 250 students to SIU. The Brazilian government has changed its approach and is sending fewer students to each U.S. university.
- **Tuition-paying graduate students from the JNTU programs in India who were largely in engineering and computer science.** Over 100 accepted students decided not to join SIU because of the budget situation and the decision to delay giving out GA contracts.
- **Students in the Chicago area from where a large number of SIU students come.** She stated that the issue is still being studied. However, the administration is aware that Chicago area community colleges are admitting students from public schools with a 3.0 GPA and offering free tuition.

**J. McNutt** asked how the number of ghost students compares to the past years' numbers. Dr Ford responded that the numbers seem to be consistent, not an excessive number.

**S. Secchi** commented that she can see the change in the quality of students. The no show percentages have been drastically reduced.

**S. Ford** mentioned that they are forming a committee to look at how to properly work with underprepared students so as to limit the number and to serve the students better.

**C. Hatziadoni** commented that the school of engineering has increased the standard for admission. This also accounts for the drop in enrollment numbers.

**S. Ford** added that applications and admissions for Masters students are down in part because of a change in standards in some programs. She explained that the drop in numbers will be addressed by more aggressive recruiting for excellent students. Dr Ford also mentioned that SIU has been approved for the Alternate Tuition Rate, which means that high achieving students from out-of-state can qualify to pay in-state tuition rates.

**N. Carver** asked if that will start in the spring semester. Sinha responded that it will start in fall 2016.

**S. Ford** clarified that the President does not have a plan to name an interim chancellor until he has met with the Board of Trustees on September 10, 2015.

She added that the Board approved the reconstitution of the VC for Student Affairs to address student life outside of the classroom. Lori Stettler is the interim VC for Student Affairs. She also mentioned ongoing searches for Deans of the Colleges of Business, Education, and Library Affairs. Dr Ford also stated that she is in the process of constituting search committees but is waiting for the student group to submit names.

**M. Eichholz** commented that the VCR position is relatively new and that some clarification is needed. He added that there is no way of formally including the VCR in the graduate council meetings until there is an opportunity to change the operating paper. Thus, the VCR is attending the GC meetings as a guest until operating papers have been modified (by the end of the fall 2015 semester).

**3. Remarks Interim Vice Chancellor for Research Dr Garvey**

Dr Garvey reported that because of Governor Rauner's decision about the budget, SIU has lost about \$6 million that used to come through the Illinois Clean Coal Institute (ICCI). This has impacted about 30 GAs, the Director of the Centre and other staff members at the center. As a result people had to be reassigned and funds had to be found elsewhere. Most of the GAs were Indian students, which also ties with the drop in the enrollment numbers of Indian students.

**A. Barnard** asked whether GAs who have been affected and reassigned are being funded for the fall semester. Dr Garvey responded that all the students reassigned as TAs are getting contracts that guarantee funding through the end of fall. After that the administration has no idea of what the budget looks like but hopes there will be funds.

**S. Ford** clarified that there were no places for all the students from cancelled state grants and contracts to be reassigned or to be funded. Most of the students affected are international students. She added that the decision by the State had a devastating impact on graduate education at SIU.

**J. Garvey** added that there are funding sources that have been found for about five RAs; that students have been moved to other grants; and that things are chaotic. He added that, although the ICCI funding had been lost, some funds may come through the Department of Energy later but that nothing has been confirmed.

He also remarked that about \$21million of the budget comes from State dollars. A portion/half comes from federal flow through grants. He added that SIU is carrying some of the projects funded through FFT by using discretionary money until the State passes the budget. Grants funded through the FFT are negatively affecting the university's top research programs on campus and will affect graduate programs. He also commented that the administration was expecting about \$6 million through the 2042 Senate Bill but the Bill only opened up \$2.4 million. About 3.5 million is still in limbo. He emphasized that the budget situation had caused a lot of uncertainty

about whether and when SIU will receive funding, and that, despite consultations, there is no concrete indication from State departments about the budget.

**N. Nash** commented that Dr Garvey's remarks seem to be similar to what the students in the MAP program have been asked to do - have to pay back if funding does not come through. Dr Garvey responded in the affirmative and added that the President has commented that SIU should stop offering services to the State if the State is unwilling to pay.

**S. Ford** added that the President has been in close communication with other State institutions. Every institution will honor the MAP grants based on an expectation that the funding will be provided. If funding does not come through the administration will work with the students on a plan, rather than expect students to pay immediately. She also added that, unlike the University of Illinois, SIU does not have huge reserves and can only carry the load until the end of December. The money being used is internal money that was supposed to see the university through the end of the year.

**J. Garvey** stated that GAs on FFT will be supported through December 2015. After that they do not know what will happen. He added that everyone should be ready for a significant drop in research funding. He explained that there are grants that are still open and have funds. However, some of these grants such as the NSF for Stem Grants are only for American students. The deadline for application is 26 October. He added that there will be workshops conducted about available grants. He also stated that undergrad assistantships awarded for spring through fall will be honored. As is the case with GAs, the administration does not know what will happen after the fall semester. Also, Seed, Travel and Reach grants might not be funded until there is clarity about the budget situation.

**S. Secchi** commented that the Reach grants were a good recruitment tool.

**J. Garvey** responded that they cannot afford the Reach grants currently and that there are other grants and means to entice undergrads. The GC must decide on how much funding support will go toward undergrad versus graduate students. The GC needs to think of a balance.

**B. Goodson** asked whether he can continue to employ undergraduate students at the \$10 per hour rate. Dr Garvey responded that there is nothing wrong with such an arrangement.

**S. Secchi** asked about the reorganization of the School of Medicine.

**S. Ford** responded that an informal understanding is that the Board has taken off the table reassigning to where the School of Medicine reports, but is still considering the School of Law. The risk to accreditation was too great to move to reassigning.

**S. Ford** also announced that Dr Allen will be serving on quarter-time in the President's Office. She also clarified that the nature of the health insurance coverage and what is included in the package is not bargained through the bargaining process in the faculty association contract, but is determined by the Central Management

System (CMS) and the State. The bargaining process would not be involved should the nature of health insurance coverage change.

**4. Remarks – Graduate School - Dean Lee**

Dean Lee thanked the members for serving on the Council and introduced himself as the new Dean of the Graduate School. He mentioned that he is still in the process of learning on-and-off campus. He reported that SIUC has five co-operative doctoral programs with SIUE and that it would be a good idea to have collaborative programs. For example, the Departments of History at both campuses are keen on having more interactions. Both SIUC and SIUE administrators have agreed to sponsor a mini research conference between the two campuses to enhance collaboration and to attract more students to the History Department.

He also reported that while enrollment numbers are not finalized, there is an expectation of a 5% drop. This drop in numbers is mostly with master's level students. Dr Lee also spoke of a plan to start a graduate enrollment task force. He reported that he has sent letters to the Deans of colleges asking the Deans to nominate faculty members to be on the committee. He emphasized the importance of SIU having graduate students since SIU is a research university. He also mentioned that SIU is measured by the number of doctoral students trained. Dr Lee also remarked about the graduate application fee noting that the fee has increased from \$50 to \$65. He explained that the fee is used for recruitment, admission, support for student travel, and computer software licenses. The graduate school, on a monthly basis, sends money to each college as is policy for cash handling. It is up to the Deans of Colleges to distribute money within the college. He mentioned an idea to change the cash handling process such that money is only sent to colleges once a quarter/semester, but noted the idea is still being discussed.

**C. Hatziadoniu** asked about the size and responsibilities of the graduate enrollment task force. Dean Lee responded that he anticipates having between 12 and 15 members drawn from faculty, staff and graduate students. He explained that the task force will analyze and strategize about the challenges related to enrollments for the next coming years.

**J. McNutt** commented that the task force should not only focus on numbers and growth but also quality. Growing the graduate program may not be the right thing to do currently, especially with shrinking faculty numbers. He used the Business School as an example of a college that was told by the accrediting body that it has too many PhD students who cannot be serviced effectively. Dean Lee responded that SIUC is a research institution and must keep its identity, especially since the university is measured by certain standards. With fewer PhDs, SIUC may lose its status. He agreed that quality is important, which is why there are academic reviews in place that help to maintain certain standards.

**J. Flowers** asked if the task team will include faculty and graduate students and Dean Lee responded that it will.

**C. Hatziadoniu** suggested there should at least be two people per college and faculty should be the majority. Dr Lee responded that the number should be proportional to the number of graduate programs and the number of graduate students in each college.

**5. Remarks – Associate Provost for Academic Affairs, Dr Allen**

Dr Allen reported that responsibilities for accreditation and program review oversight will be taken over by Dr Randy Burnside. Dr Allen will be on quarter time as acting VP for Academic Affairs in the President's Office. Dr Burnside will be responsible for overseeing the review of five degrees and two centers this fall. Dr Allen also reported that he will be working on changes to the program review guidelines and the approval of accreditation review oversight. The documents have already been vetted by the Deans, Associate Deans and other campus-wide committees, so the proposals need to be reviewed and approved by the Council. Preliminary development and approval of RMEs, units of instruction for new degree programs and changes to degree programs will shift to Dr Lee at the Graduate School. Dr Allen is working with Dr Lee to streamline the process. Changes to the catalogue, Dr Allen added, will need to be delayed while the implementation of DegreeWorks takes priority. Changes that must be put on hold include changes to course prefixes. Prefix and descriptor changes are the most difficult changes to deal with during the DegreeWorks implementation.

**S. Secchi** asked about the duration of the delay. Dr Allen responded that the delay will be about six months.

**6. Remarks – Council Chair, M. Eichholz**

Asked if everyone in the Graduate Council is assigned to a committee. He stated that attempts were made to assign members to the committees of their first preference. He also reported that the letter about the Interim Chancellor position has been submitted to the President following input and comments from the Grad Council that he summarized and submitted to the executive committee for approval.

**Post-doc policies** – he reported that there is a resolution that there will be a new AP position that will be a post-doc fellow position. The AP will receive a variable salary and will get a reduced fringe benefit of approximately 36% not the full 54%. Too, there will be a post-doctoral research associate position. The process will go through the Graduate school. This person will be required to enroll for one (1) credit hour class, be treated as a student and will not receive health insurance. This means SIU will be able to provide a flexible rate without the full fringe benefits package. There will be a clear policy to guide the process of searching. For instance, for the AP position, a full search will be done unless an individual is named in the grant.

**S. Secchi** asked whether the post-doc policies have been cleared by Legal and whether the person will pay fees and tuition. Eichholz responded that there will be fees and tuition and that there are ongoing discussions with Legal about the matter. Dr Garvey added that it appears that approval will be granted. Dr Lee also mentioned that the person will register for an 800 level course.

**A. Barnard** asked whether a student enrolled for one (1) credit hour can also be covered under the students' health insurance plan. Dr Garvey answered that the student will be covered.

**P. Narayan** asked whether the one (1) credit hour would apply to a post-doc who is a foreign student. Eichholz responded that the person would have to come in as a post-doctoral fellow. Dr Ford clarified that there are loopholes in the requirements

but that loopholes apply to PhD students. There is no clarity on the policy for post-docs.

**P. Narayan** also asked whether the requirement to take a class is because the person is processed through the Grad office. Eichholz responded that it is a requirement in order for the person to get the student insurance. Dr Ford added that in the past challenges arose in relation to benefits.

**N. Nash** asked whether the person will be under the category of graduate students. Eichholz responded that such detail has not yet been worked out although there is an assumption that the person will fall under the GAU. Dr Garvey added that Legal will help resolve the issue of category.

**7. Faculty Senate, Dr Whaley**

Unintentionally uninvited.

**8. Remarks - Deans Council, Dr Wang**

Dr Wang reported that since the last GC meeting in May, the Deans' Council met eight times. Discussions have centered on two central themes: Budget and Enrollment. He also reported that at the July 22 retreat at Touch of Nature the Deans had a good conversation with President and Provost about SIU's vision and mission, strategy and actions, budget and recruitment, enrollment and retention. Also, on Tuesday, September 1, the Deans Council discussed the budget situation, federal flow-through grants, faculty and AP hiring. The Deans agreed that the RUN numbers will continue to be required for students to register courses as that encourages students to meet and discuss their study plans with their advisors. Registration Unit Numbers will help improve retention and student success. He also reminded the GC that October 1 is the deadline for program/catalogue changes, and that October 8 is the deadline for FY2017 sabbatical applications.

**9. GPSC Report, A. Barnard**

Reported that the GPSC had its first meeting on Tuesday. She added that GPSC is discussing the possibility of a letter writing campaign to make opinions about the lack of a student trustee on the BOT with voting rights known to the Governor and the State legislature, since the Governor vetoed a bill that would have given both the Carbondale and Edwardsville trustees voting rights. Barnard also reported that the GPSC budget comes from student fees. The projected budget for the year is \$76 000, which translates to \$600 higher than last year. She explained that GPSC provides money to students to aid travel support to conferences (up to \$150 to present at a conference). The process to allocate funds has been changed. GPSC also funds graduate student events (lectures and other events to assist with professional development). Also, in spring there will be the annual research awards.

**10. Nominations to Committees/Announcements, Council Vice Chair Dr Goodson**

There are committees that still need people. The Affirmative Action Advisory committee, the Honorary Degree and Distinguished Service Awards committee and the Traffic and Parking committees.

**11. Standing committee reports**

All committees (New programs, Program Review, Research, and Education Policies) had nothing to report.

**12. Old business**

None

**13. New business**

Dr Ford commented that despite the gloom caused by the budget situation, there are 17 000 students on campus. She also mentioned that retention for sophomores and juniors has increased. As such, there is much to be celebrated. Dr Garvey added that there are also great new faculty members and they must be made to feel comfortable with their decision to join SIU. Dean Lee also added that there are excellent graduate students.

**14. Adjournment**

The meeting was adjourned at 09:50.