

2016 GRADUATE COUNCIL

Meeting Minutes

November 3, 2016

The Chairperson called the meeting to order at 8:05am.

Members Present: Sue Rimmer, Constantine Hatziaioniu, Norman Carver, Wesley Calvert, Lahiri Sajal, Ras Michael Brown, Trish McCubbin, Dianah McGreehan, Sheena Hart, Johnathan Flowers, Zhao Wanli, Cinzia Padovani, Joseph Shapiro, Richard McKinnies, Julie Partridge, Rachel Whaley, Ratna Sinha, Tomas Velasco, Buffy Ellsworth, Clay Nielsen.

Members Absent: Jennifer Smith, Kenneth Stickers, (Cynthia Sims) Saran Donahoo, Justin Simpson, Jonathan Howard, Paula (Roa) Basler, Greg Rose, Richard Bradley, Howard Motyl.

Proxies: Taoka Yasukoya for Jennifer Smith, Robert Hahn for Kenneth Stickers, Sosanya Jones for Saran Donahoo, Judy Davie for Howard Motyl.

Ex-Officio Members Present: Brad Colwell, Yueh-Ting Lee, Meera Komarraju, Susan Ford, James Allen, James Garvey.

Ex-Officio Members Absent: Randy Dunn.

Consideration of minutes

The minutes of the October meeting were passed with one friendly amendment:

- W. Calvert stated that he had said racism could get worse by staying the same.

Graduate Council members voted to approve the minutes with the friendly amendment – 21 voted in favor.

Remarks – Interim Chancellor Colwell

Dr Colwell talked about the university's academic achievements mentioning that SIU has been ranked number 315 nationally and second in public universities in Illinois according to the latest *Wall Street Journal* College Rankings. He also mentioned that in athletic conferences, the university ranks higher compared to peer public institutions.

Chancellor Colwell also spoke about tuition and fees highlighting that he has kept the promise of not increasing fees. He explained that the goal is to keep the fee rate unchanged while revising tuition such that tuition appropriately reflects the cost of education. Dr Colwell also stated that SIU's billing system is transparent compared to peer institutions.

He also reminded Council members that he is doing college visits with Provost Ford as promised in the state of campus address.

Dr Colwell also reported that the university will be using *Hire Touch*, a recruitment software that will streamline the hiring process. He explained that the program is being augmented and will be tested and piloted for a roll-out in the first few months of 2017. *Hire Touch*, he stated, will make it easy for search committees to electronically track the hiring process, and has affordances that include a feature for electronic signatures.

He also spoke about upcoming games and how sporting activities are an opportunity for outreach and fundraising. He also asked Professor Komarraju to briefly talk about a speech she will be giving at the *Charles D Tenney Distinguished Lecture Series*. Professor Komarraju said that the Lecture Series is a *University Honors Program* event and that she will talk about her journey at SIU and her leadership positions in the institution.

C. Hatziaioniu asked whether SIU is considering differential tuition and whether such an initiative should start from within colleges. Dr Colwell responded that there has not been a proposal made and that proposals should be initiated by colleges.

C. Padovani asked about the cost of *Hire Touch*. Dr Colwell responded that SIU owned the software before his arrival as Chancellor but that the system had not been implemented. Provost Ford added that the software was purchased about four years ago and there would be a cost of implementation. She also spoke about the benefits of using the software.

J. Flowers asked about the allocation of assistantships for Spring 2018. Provost Ford responded that the decision to only fund 75 percent of the previous year's GA budget going into the current year was a response to the uncertainty of the State budget with the hope that there would be more certainty by Fall 2016. She said that the way colleges use GAs varies on accreditation requirements and other factors and that the funding directly relates to how colleges use GAs. She explained that all Deans were told that they could write nine month contracts if they chose to or could write one semester contracts with the plan to write an additional semester contract for the Spring. Deans of Colleges and Chairs of Departments interpreted the message differently. Dr Ford also said that a memo is being prepared to remind Deans that they can go ahead and process GA contracts for the Spring semester, contracts that are within the plan Deans have for the year. Dr Ford emphasized that she is also concerned each time there is a delay or a reduction in the number of contracts as these negatively impact graduate education particularly Ph.D. enrollments.

Dr Colwell asked Professor Komarraju to clarify whether there was a lack of guidance on the part of the university leadership about how GA contracts were to be handled. Professor Komarraju responded that Deans were not given any restrictions and that each college gave up differing amounts of the GA budget based on their individual needs (towards the 10% permanent budget cuts). For instance, CoLA protected most of its GA budget as it had a high level of teaching needs with GAs serving as Teaching Assistants of discussion sections or as Instructors of Record.

and that it was up to Chairs of Departments to decide on GA contracts based on their needs. She also said that there are departments such as COLA that protected GA contracts.

Y. Lee commented that GA budgets are complicated and that Deans have direct control over GA budgets. Provost Ford also explained that there are two pools of GA funding with the largest pool financed by her office. The second pool is controlled by the Dean of Graduate School. The Graduate School distributed 100 percent of the TAA funds. The funds are largely targeted at teaching responsibilities and the distribution shifts slightly depending on the Dean of Graduate School.

L. Sajal asked for more clarity about the 75 percent. Provost Ford explained that the 75 percent was not a permanent target in the GA budget, that there are limited sources of open money in any fiscal year and that a lot of the GA funding from the Office of the Provost is tied up in continuing contracts. The reduction in the GA budget to only releasing 75 percent was a decision at the Chancellor's level and was intended to maintain flexibility in case the university did not get funds requested from the State. The hope was that there would be a clear message from the State about what the budget would be in 2016/2017.

W. Calvert commented that GAs do not only teach but have various other functions. He stated that it is wrong to not fully fund GAs since GAs also contribute to the research mission of the university and should not be used as a way of providing cheap teaching labor.

T. Velasco asked Chancellor Colwell whether the Chair of the Non-Academic Prioritization Committee can present the committee's final report to the Graduate Council. Chancellor undertook responded that the presentation will be done either in December 2016 or February 2017.

Remarks – Interim Provost, Dr Ford

Provost Ford reported that application numbers are down. She said that the university no longer conducts the 'no application fee drives' in high schools since the initiative resulted in false applications in the previous year rather than bring in more students. She also reported that undergraduate admissions are also down suggesting that the university is receiving weak applicants.

Provost Ford announced that Dr Jim Allen will be retiring at the end of the semester, a huge loss for the university in terms of expertise and institutional memory. She mentioned that an internal search will be conducted promptly since the position is critical for keeping the academic enterprise of the university moving forward.

Dr Ford also reported that David Yepsen, Director of the Paul Simon Public Policy Institute retired on October 31, 2016 and that Jak Tichenor already serves as Interim Director. She said there will be a search for a permanent director of the institute.

She also announced that Dr Tudor has been named the Interim Dean of MCMA. Also, regarding the search for the new Dean of Library Affairs, the search committee has narrowed the list down to a few individuals for whom they are getting references.

J. Flowers asked about the plan for filling in vacant positions. Dr Ford responded that the university is proceeding as if there will be a budget from the State and that the university will be on track to hire tenure and tenure-track faculty. She explained that Deans are in the process of compiling a list of tenure and tenure track positions for which they would like to search. During November, Provost Ford will sort through the lists from Deans and grant them permission to advertise. She also said that a review of funds availability will be done when searches get to the point of requesting to interview.

J. Flowers asked whether it is not better to wait until there is a budget before engaging in the recruitment process. Dr Ford responded that with tenure and tenure track faculty the process of hiring is very long and it is better to proceed as if there is a budget. She explained that departments can advertise with a note that says 'pending financial approval'.

Remarks – Interim Vice-Chancellor for Research, Dr Garvey

Dr Garvey reported that his office hosted a successful grant writing workshop attended by over 100 people, suggesting that there is great interest in searching for grant funds. He also reported that his office is working on several grant proposals including large training and infrastructure grants and also asked Council members for ideas on other types of grants his office could work on.

Dr Garvey reminded Council members that the deadline for people to come up with collaborative ideas on using the space at the *McLafferty Annex* is November 30.

He also stated that he has advised Deans that Deans are in charge of collecting faculty productivity data covering one calendar year. The data must to be uploaded on *Activity Insight* by May 1, 2017. He also explained that NTT data will not be required for the first year.

C. Padovani asked about travel funding and whether there is hope in the future for funding travel to international conferences. Dr Garvey responded that although travel is one of the priorities since faculty cannot get to meetings and conferences, he is holding back money in

order to make payroll. He added that there is no budget and that funds are being pulled back on commitments made for travel and other professional development.

Dr Ford commented that there is now a fully formed diversity council on campus that is focused on critical issues on student life on campus. She is aware that there is a need to address issues at the academic level and had asked Deans to build on initiatives in their colleges to work with students and faculty on issues of inclusivity. She restated her request to the Research Committee of the Graduate Council to develop a plan on how the university can develop a mentoring program for minority and underrepresented junior faculty.

Dr Garvey also mentioned that SIU held a successful Technology Innovation Expo in Chicago, which showcased the university's intellectual property to potential investors. It was initially thought that the expo would only be done every two or three years but there is consideration to make it an annual event since it does not cost the university any more given that money is raised through sponsorships. Another consideration being explored is working with sister campuses to determine whether the expos can be done on a regular basis.

Gender diversity and training grants. The research office conducted a survey of research environment at SIU last year and found some stark differences in gender equity. The office of the Vice-Chancellor for Research is working on an NSF proposal to pursue programs that bridge the gender gap in research.

S. Jones commented that Dr McCabe Smith used to run a mentoring program for faculty of color. Chancellor Colwell responded that he has spoken to Dr Lewin about filling in that position for the rest of the year and Dr Lewin asked to continue to program previously run by Dr McCabe.

Remarks – Graduate School, Dean Lee

the region including in Indiana, Kentucky, Tennessee, Wisconsin, Missouri and Iowa. He also reported that the graduate school and the career services office hosted a graduate fair on campus with about 50 different recruiters. Many of them were from departments within the university while some were from other universities. The fair was attended by approximately 200 undergraduate students, an increase from the 90 students who attended the graduate symposium event last year.

Dean Lee also stated that to increase graduate enrollment, the graduate school plans to have internal recruitment activities at the Rec Center and the Student Center to recruit undergraduate students into graduate programs offered by SIU.

he also mentioned that in October the graduate school had a ceremony to recognize 60 2016/2017 new graduate fellows. In addition, the school hosted a diversity-related recruitment workshop for students, faculty members, chairs and directors to talk about how to increase applicants for the Graduate Dean Fellowship programs and the PROMPT Fellowship program.

Dr Lee also stated that fundraising initiatives are progressive and effective and that in particular, *Graduate Saluki Stories* reaches over 1000 alumni, some of whom help to support graduate education through donations either to colleges or to the graduate school. In the past several months the graduate school has raised money to support student travel. For example, the initial budget of \$2 000 taken from the application fee supported 50 graduate students. A donor contributed another \$2 000, which means more graduate students will receive travel support.

Dr Lee also spoke about documents he had sent to Council members. The documents contain information that compares SIU to other research universities with regard to

graduate education and research. He emphasized that for SIU to be nationally competitive the university needs to invest in graduate education and research. He also mentioned that in the set of documents sent to Council members is an article about SIU published in *Time Magazine* in 1964 at a time when enrollment was 18 000 and with 1 150 faculty members. He said President Delyte, cited in the article states that SIU must do more than just good teaching and must take the university to the people.

Remarks – Associate Provost for Academic Programs, Dr Allen

Dr Allen reminded Council members that assessment reports are due on Friday, November 18, 2017, for all programs for data on assessment of student learning outcomes. He said that the assessments must be produced on *Sharepoint*, a system that allows for the production of useful reports, which include data on how well students are achieving major outcomes across many degree programs. Dr Allen also announced that applications for the Provost Fellowship Program are due on Monday, November 14. He explained that the program is an opportunity for faculty members to learn about administrative leadership.

Dr Allen also announced that the Higher Learning Commission will be on campus for a site visit in 2019/2020 and that preparations for the visit are already underway. He mentioned that Dr Ruth Anne Rehfeldt has agreed to be the coordinator and is working to identify Chairs of work teams. The Chairs will work on each of the criteria that the university will need to report on in the self-study, such as mission, teaching, research, integrity, and governance. These are areas that are important to demonstrate university effectiveness. He also stated that a steering committee, to oversee the work teams, will be created, drawing from different campus constituencies including student organizations.

J. Flowers asked for clarification about how course fees are used. Dr Allen explained that, by State statute, course fees need to be justified to ensure that students know precisely what they paid for. As a general rule, course fees cannot be used to backfill the shortfall in the general revenue fund, especially for instruction. There is only one exception to this rule, and it is for a lab, which provides specialized digital support where there would be truly a value added. Under very limited conditions, such as the fee is reviewed annually to account for the funds and to ensure that students derive value from the assigned teaching assistant. He also added that course fees cannot be passed on to students as a way to help the university finance shortfalls created by a lack of State funding.

Report – Council Chair, Professor Velasco

Explained that following the presentation made by the Chairperson of the Joint Task Force on Academic Prioritization there is a joint resolution by the Graduate Council and the Faculty Senate recommending the approval of the final report. Professor Velasco read the resolution.

First Reading: Graduate Council Resolution in Support of the Final Report of the Joint Task Force on Academic Prioritization.

No comments.

Report – Deans Council, Dr Komarraju

Dr Komarraju reported that at their meeting Deans had questions about the academic prioritization program and its intended goals. She explained that Deans wanted to know whether there will be any restructuring or program reduction and if not, why go through the process especially since the process may have a negative effect on faculty. She added that part of the concern is that the prioritization program relies on data about faculty productivity, data that is currently unavailable that must be uploaded on *Activity Insight*. Dean Komarraju also asked whether there is a mechanism that can be used to encourage faculty to enter the data.

J. Garvey responded that he has sent guidance to the Deans about specific sections to be completed on *Activity Insight*.

Dr Komarraju also reported that Deans discussed creative ways to support graduate education. Some of the approaches include having graduate programs that bring in fee paying students through accelerated masters programs, vigorously pursuing grants, actively seeking graduate assistant opportunities from organizations in the community by placing graduate students with certain agencies that can pay students a stipend, offering online graduate programs and proactively engaging graduate alumni to see if they are willing to provide donations to fund travel for current graduate students, an initiative with potential for long lasting travel fund generation, mentorship and networking results. Regarding recruitment and retention, Deans wanted to know how funds raised within colleges will be distributed.

B. Ellsworth asked whether there would be incentives for departments that have created accelerated Masters Degrees.

Regarding program prioritization and the questions asked by Deans, Provost Ford explained that in his State of the University Address, Chancellor Colwell has asked that the Deans accelerate the process of program prioritization by presenting a preliminary outcome of program prioritization by December 2016. The discussion in Deans Council is not whether there will be program prioritization. Instead, the issue is about proceeding without all the necessary data. She emphasized that the university will be conducting program prioritization and that the outcome of the Joint Task Force will be used to plan for resource allocation in the future.

T. Velasco also explained that as part of the Joint Task Force they also considered that a pilot test is necessary to validate the model even without the data all present.

Report – Faculty Senate, Professor Davie

Reported the Faculty Senate will also have the same resolution to in support of the final report of the Joint Task Force on Academic Prioritization as read by the Chair of the Graduate Council. However, she stressed any prioritization occurring in the current academic year cannot be according to the metrics presented by the Chairperson of the Joint Task Force on Academic Prioritization. Dr Davie also reported about decisions taken by the Faculty Senate that pertain to undergraduate education including the elimination of a degree at MCMA and the repeal of an earlier approval to recognize certain community college qualifications as core-complete.

GPSC Report, J. Flowers

Reported that GPSC had two presentations one from Housing and from Student Legal Assistance and will vote on them at the next meeting. Planning on scheduling an emergency meeting to discuss the recommendation from student legal services to increase fees by 50 cents. GPSC was concerned about the Student Legal Fee because the recommendation was based on a projected 11% increase in enrollment which GPSC did not think was feasible.

He also reported that GPSC has given out \$3 450 in career development funding has as \$11 500 remaining in their travel budget. The organization has also given out \$6 687 for event funding and has \$3 313 remaining for the rest of the academic year, which may be exhausted before the close of the semester. He stressed that GPSC has had to fund activities traditionally funded by departments.

J. Flowers also reported that GPSC has begun a process of developing a student activity fee survey to assess graduate students use of student programs. He said that the survey will help GPSC to evaluate the current funding model for GPSC from the student activity fee. The survey will also accrue quantitative data needed to adequately represent the position of

the entire graduate student body. He also mentioned that GPSC is developing a survey for graduate students concerned with the climate of the institution in response to the question raised in the Graduate Council meeting in October about the degree to which GPSC statements represent the graduate student body and to provide GPSC's Diversity and Inclusive Committee and the GPSC Executive Committee information with respect to the campus climate.

He also announced that GPSC will release a statement encouraging students to vote. GPSC is also working to generate a graduate students listserve to communicate with students. He stated that the process has been long because of the difficulty in obtaining contact information about graduate students. GPSC wants its emails to look different from those of the university.

GPSC continues to lobby for fees looking into several actions for next year pertaining to the budget situation.

J. Flowers also read the following resolutions:

Second Reading: Resolution for the creation of a Graduate Council Ad-Hoc Committee on faculty training and mentoring

Graduate Council members voted **17 in favor, 0 opposed, 1 abstain.**

Second Reading: Resolution in support of the creation of the position of coordinator of the Diversity Advisement, Recruitment and Fellowship at the Graduate School

S. Jones asked whether the position is funded and whether GPSC conducted research to determine comparable salaries for people in similar positions and encouraged GPSC to consider incorporating the roles mentioned into existing positions.

W. Calvert also asked about roles the person would do that were not currently done. J. Flowers responded that they had done research on peer institutions and that there is inability to reach underserved graduate students.

R. Whaley asked whether the position exists or whether it will be created. Dr Ford explained that the position existed until 2012 and the person in that role actively recruited and mentored underrepresented students from minority institutions and oversaw scholarships such as the American Indian scholarship. When the person resigned applications for PROMPT dropped from about 50 to eight within a year. She also explained that the position will have to be recreated.

W. Calvert proposed an amendment to the resolution such that the resolution reflects that attempts to recreate the position had been made in the past five years. J. Flowers accepted the friendly amendment.

Graduate Council members voted **13 in favor, 1 opposed, 1 abstain.**

Nominations to Committees/Announcements – Council Vice Chair, Dr Partridge Standing Committee Reports

No announcements.

New Programs Committee Report – Professor McKinnies

Second Reading: Graduate Council Resolution in Support of the Addition of an Undergraduate and Graduate Masters Accelerated Entry Program in Criminology and Criminal Justice

Graduate Council members voted **14 in favor, 0 opposed, 0 abstain.**

Second Reading: Graduate Council Resolution in Support of the Addition of a Joint Master's Degree in Higher Education with a Juris Doctorate Degree

W. Zhao asked about universities that offer similar programs and how such institutions are ranked. S. Jones responded that there are peer universities ranked similar to SIU but such universities are far and SIU is losing students to those universities such as SIUE.

J. Flowers asked about the admission and examination process for students admitted into the program. Provost Ford explained that students would have to be admitted to both Higher Education and the Law School and that SIU already offers several joint degrees and the proposed degree would follow existing models.

Graduate Council members voted **14 in favor, 0 opposed, 0 abstain.**

First Reading: Graduate Council Resolution in Support of the Proposed Department, Degree and Specialization name change for Health Education and Recreation in the College of Education and Human Services

R. Sinha suggested that the language in the resolution be changed since the specializations do not exist in the catalogue.

J. Allen also suggested that the word 'specialization' be dropped from the resolution. He said that he will discuss with the department of Health Education how the resolution can be amended

R. McKinnies commented that there are discussions underway to try and move forward the RME on the Addition of a Professional Science Masters Degree Track in Wildlife Administration and Management.

Research Committee Report, W. Calvert

First Reading: Graduate Resolution in Support of Graduate Education and Graduate Research

Concern was expressed with the wording, suggesting that it should read "the Graduate Council recommends." W. Calvert responded that since the Graduate Council is the body that the Research Committee hopes will approve the measure, the use of "should" in the resolution has exactly that meaning. The Graduate Council does not set the University's fiscal policy. But the committee is asking it to express its sense that assistantships "should" be funded as described in the resolution.

Dr Ford also commented that the State restricts the university to a particular percent of tuition revenue to be given in tuition waiver including undergraduate and graduate. It might be a more long term format to not give a dollar figure, which could go up or down but as a percent of tuition revenue.

Education Policies Committee Report, Dr Carver

Dr Carver talked about the printer initiative that is part of the non-academic prioritization program. The initiative seeks to save money by getting rid of all personal printers in offices and reducing printers to just those in the main office. He mentioned that there have been concerns raised specifically by people such as Directors and Chairs who constantly have to print and sign documents for students.

J. Flowers clarified that the proposal came from Information Technology as a recommendation to the Non-Academic Program Prioritization Task Force.

C. Hatziadoni commented that funding for printers comes from departmental budgets and not from IT. Dr Ford responded that IT has a responsibility to oversee all computer related technology across campus whether or not IT is paying for the service from their budget.

S. Rimmer asked whether the printer initiative will prevent departments from using grant funds to purchase printers. N. Carver responded that the initiative relates to State funds. Dr Ford also explained that the initiative is an attempt to save costs that can be used to meet other goals. She added that costs seem small on the level of departments but are huge when combined. She also clarified that people who require personal printers in their offices can make a request to be reviewed by IT.

J. Flowers stated that the proposal has yet to be discussed in the Non-Academic Prioritization Task Force and that no decisions have been made. N. Carver stated that he is seeking input and has a copy of the proposal for members who want to read it. T. Velasco said he will distribute the proposal.

Program Review Committee Report, Dr Rimmer

No report.

Old Business

None.

New Business

None.

Adjournment

The meeting was adjourned at 10:36