

**MEETING OF THE GRADUATE COUNCIL**  
Southern Illinois University Carbondale  
February 5, 2009

Members and Administrative Officers Present:

Thomas Britton; Ronald Browning (Laura Murphy); Daniel Dyer; Ann Fletcher; Ramesh Gupta (Peter Hardwicke); Eric Hellgren; Nicholas Hoffman (GPSC); Andrew Hofling; Scott Ishman (Ken Andersen); Mark Kittleson; Elizabeth Klaver, John Koropchak, Leslie Lloyd; Shawna Macdonald (GPSC); Pat Manfredi; Scott McClurg; Eileen Meehan; Christian Moe (Emeritus); Nancy Mundschen; Donna Post (Debbie Seltzer); Elyse Pineau; Karen Renzaglia; Prudence Rice (ORDA); Jacob Rose; Peggy Stockdale (Faculty Senate); Karl Williard; David Wilson (Graduate School); Tomasz Wiltkowski; Bryan Young; Michael Young; and Bill Stevens (A/P Council).

Members and Administrative Officers Absent:

Sam Goldman; John Koropchak; Pru Rice;

Chairman Britton called the meeting to order on February 5, 2009 at 8:00 a.m. in the Kaskaskia/Missouri Room of the Student Center.

Announcement of Proxies: There were no new proxies to announce.

1. **Consideration of the minutes of the December 9, 2008.**

A motion was made and seconded to approve the minutes of December 9, 2008; motion passed. 1

2. **Remarks/Announcements:**

a. University and Graduate School Leadership

Provost Rice: Dr. Rice reported there is no news on the budget at this time. The 2.5% rescission is gone permanently. We are still looking at the possibility of another 2.5% rescission in FY09. The contingency we currently hold will cover that rescission. He also reported that FY10 Projections are all over the chart. The budget put out by IBHE shows no rescission. However, it looks as if there will be a 5-8% cut in FY10. The Chancellor and I have asked the deans to explore 4% and 6% scenarios for cuts and as best possible personnel should not be included in the figures. This is difficult because most colleges have very little other than salary dollars. Graduate Assistantships also cannot be considered for cuts. The Chancellor will receive those projections shortly. Apart from the Provost and Vice Chancellor area, he doesn't believe the Chancellor has talked to other Vice Chancellors about cuts in their areas. Governor Quinn has put

off a budget message until March and we will put off making decisions until after he has done that.

A review of the promotion and tenure cases has been completed. There are several cases where discussions with the Chairs or Deans need to take place. The promotion and promotion with tenure decisions should be made public by the end of the month so that any grievances can be heard this year. He added that the cases and dossiers are very good. The Provost attributes that to continued improvement in the mentorship of our young scholars. Faculty are increasingly more pragmatic about their careers and he believes that the feedback received in their annual reviews is quite useful. There were 57 promotion and tenure cases submitted this year.

Summer allocations have been released to the deans. In the case of every college, the allocation is not as much as departments would have liked to receive. Allocations are based on past performance. We look at enrollments over the past several years and discuss with the chairs and deans about continuing to offer courses that are under enrolled consistently. The bottom line is allocations are increased a bit to those departments that have good productivity in terms of student credit hours, helping students proceed through courses they must have in order to keep in sync with their graduate schedule. The allocations are being delivered with the understanding that we will continue to watch student credit hours in courses and they should be prudent with their summer assignments. He added that the assignments can now be made because Deans now know the amount with which they will be dealing.

An MOU was recently signed with the University of International Business and Economics in Beijing (UIBE). We believe that this agreement holds great promise to bring exchange students to this university and for our students potentially going there. Our faculty will also have opportunities to teach at UIBE. There was a nice gathering for the signing with a number of deans and a chairwoman from UIBE attending. Everyone seems very optimistic with what we might be able to accomplish. Provost Rice added that this is one of a number of MOUs with international institutions we hope will be coming forward in the future. We are also talking about opportunities in Thailand, Malaysia and Iraq, and we will pursue those as we can.

Tom Britton commented he heard on NPR that the State of Illinois Comptroller reported there was a 9 billion dollar hole in the Illinois state budget. When the Comptroller was asked if that suggested there should be a tax increase, he would not comment.

Provost Rice also indicated there is some optimism that we may benefit from the Obama stimulus package.

Associate Dean Wilson

Associate Dean Wilson reported that the fellowship round has started and the Doctoral and Morris packets are circulating this week. The next round will be the Masters and Graduate Dean awards. A good number of applications have been received and he is looking forward to seeing the results. We hope to protect the fellowship budget, but like everybody else the Graduate School's budget is a little thin on the operational side.

Some of you may be aware of the Excellence through Commitment Graduate Scholarship Program whereby we give resources to departments to recruit or bring new students to campus. This provides roughly a 33% reduction in tuition for the students. A number of departments are participating in the award program. If you have a student who may be able to get here with such an award, please contact me.

Dr. Wilson stated that Dr. Koropchak asked him to bring up the stimulus package. Until we actually see one, we don't know what to expect. We do have a copy of the house version which we know won't be the final version. There is a lot in there for higher education and much of it appears to be on a competitive basis. Colleges and department faculty need to be aware of the possibilities and thinking about how to take advantage of grants for training students, substantial additional dollars from NSF or NIH, etc.

He reported that one of the Deans from UIBE is here for an extended period taking CESL courses. The MOU with UIBE has real potential. This is one of the top business and economic schools in China. They are moving into some interesting areas such as recreation management and hotel management. They attract the top students in China and are ranked #3 in the Country. We currently have two students here from UIBE; one is in TSEOL finishing her masters and will go on for a PhD. in Curriculum and Instruction. Another young woman, who has a business degree, has applied to Psychology. She did all of the psychology work by self-teaching and scored a remarkably high score on the psychology subject exam. The Psychology program has had 4 telephone meetings with her, decided to admit her, and she is on campus.

UIBE offers a range of broad offerings and there are opportunities for faculty who may wish to teach there, especially in the summer. Faculty can stay anywhere between 6 weeks and a full semester. SIUC is

planning to have somewhere between 20 and 50 students from UIBE this fall. As a point of note, Don Rice stated that all of their courses are taught in English so there is not a language issue. They should be very intelligent and articulate students.

b. Constituency Leadership

Faculty Senate – Peggy Stockdale.

The Graduate Council and Faculty Senate will be vetting the final plagiarism report. She has spoken with Vice President Sarvela several times about this and says the committee that is drafting the policy is crossing the t's, dotting the i's, and adding all the proper attributions. The draft should be completed in March.

The Faculty Senate has also been asked by the Provost to form a committee to look into the charge by Senator Durbin to look examine the costs of textbooks. We will be forming that committee and putting it to work quickly. We are also in conversations with the Chancellor about concerns with the Judicial Review Board and we are working through those also.

Tom Britton asked if the plagiarism policy included all the pieces from the student conduct cost, code of ethics, research misconduct code, etc. Dr. Stockdale said it was her understanding that they all are being considered in the final report.

Graduate Student Professional Council – Alejandro Strong

Alejandro Strong reported that the Graduate Student Council voted on fees at the last meeting. This year we are looking at about a \$140 increase each semester and many graduate students were voicing their concerns that as the university is trying to cut its budget, most graduate students are doing the same. It is becoming increasingly more difficult to be able to cover their costs.

A/P Staff Counsel – Bill Stevens

Bill Stevens said he had nothing to report except he provided the draft signature program document distributed at the last Graduate Council meeting to the leadership of the A/P Council. The topic was discussed at the Executive Committee. The comments and discussion from the A/P Staff Council on the topic of signature programs were much the same as what was stated by members of the Graduate Council.

3. Committee Reports

a. Executive Committee – Dr. Britton

Dr. Britton reported that the Executive Committee met two weeks ago and discussed many issues, but took no action and he has nothing to report at this time.

b. Nomination Committee – Dr. Hellgren

Professor Hellgren reported that Leslie Lloyd has agreed to serve on the CASA Dean Search and Mark Kittleson will serve on the Vice Chancellor for Finance and Administration Search Committee

c. Research Committee – Dr. Renzaglia

Dr. Renzaglia had nothing to report, but stated she has heard speculation that the signature program discussion is out at this time. Tom Britton responded he was not aware of that nor has he heard any notice about that. Dr. Rice also commented that there has been very little conversation about it in Anthony Hall. He also stated that Western Illinois University has put out a PR piece regarding their “signature programs.” Western defines their signature programs based on the criteria that they were either the only program in the state or the first in the state. There was nothing stated about excellence or national reputation, etc. This was shared with the Chancellor.

d. Report of Ed. Policies Committee – Professor Manfredi

Professor Manfredi stated they have met, but there is nothing to report at this time.

David Wilson gave an update on Banner. He reported that Mark Kittleson and he went to a meeting on Tuesday to hear presentations from Hobsons. They discussed a couple pieces of software, one of which focuses on recruitment. The afternoon presentation focused on Apply Yourself, an online application which seems to do everything we want it to do. How well it would work out in implementation remains to be seen, however this is not something we can do immediately. IT is facing serious challenges with the Banner implementation and we are working to make the Banner software as good as it can be under the circumstances. On a good note, we have more completed applications this year than we had last year at this time. The bad part is we have some departments that are still not using Banner in the appropriate way. There seems to be some resistance to learning how to access Argos. We are still getting departments coming to us stating they do not know who has applied.

We have sent every program the names and Dawg Tag number for all applicants that are currently in the system. Departments, however, need to get going on this and if they have staff reluctant to learn something new, these staff members need to be strongly encouraged to learn the system.

Kittleson commented there is a tutorial to learn how to use Argos. One other thing, Banner and Argos requires Internet Explorer to run. There is a way you can access the software with Firefox, but you must have plug-ins. He was asked to post the tutorial on line. Dr. Wilson stated there is an on-line document that will take them through the process of working with Banner. Mark Kittleson will send the links to the Firefox plug-ins to Tom Britton and he will get it on the website. Dr. Wilson also said that Ratna Sinha is the Banner contact in the Graduate School for more information.

e. New Programs Committee – Dr. Williard

Dr. Williard reported Mark Kittleson was present to answer questions regarding the following resolution.

**ANNOUNCEMENT OF RESOLUTION** – Concurrent MPH/Ph.D. in Health Education

**RATIONALE:** The Department of Health Education and Recreation has proposed to add a concurrent MPH/Ph.D. in Community Health Education/Health Education to their degree offerings. This will not replace the MPH in Community Health Education or the PHD in Health Education, but will allow students to enroll in both programs. The proposed concurrent degree program will aid the Department of Health Education and Recreation in their recruiting efforts of highly talented undergraduate students. Currently, there are no other health education programs in the country that offer a concurrent MPH/PhD and this offering will be required to complete a 6 hour practicum and a dissertation. There are no anticipated budgetary effects of this degree modification.

**RESOLUTION:** Be it resolved that the Graduate Council approves the addition of a concurrent MPH/Ph.D. in Community Health Education.

This resolution will be voted upon at the next meeting.

f. Program Review Committee – Professor Mundschenk

Professor Mundschenk announced the Committee is in the process of collecting data on the research facilities and have added the DNA

Sequencing Facility to their review. The last step will be to interview users of the facilities. She invited members of the Graduate Council membership to let her know of users of these facilities.

Donna Post stated that she is a representative of the campus wide assessment committee which met yesterday at 4 p.m. The campus assessment is about 10 years behind in terms of North Central. What we have determined in questioning people on this campus is that there are some who do not know what we mean when we say “assessments.” They do not know what we mean when we say “we want objectives.” In that process, they have asked us to put forth a resolution that says that in the future all reviews should include how students are being assessed at benchmark spots along the way, which are not clear.

g. Committee on Interim Titles – Dr. Kittleson

Mark Kittleson stated the members of the Committee, Karen Renzaglia, Michael Young, Pat Manfredi, Joan Davis, Mark Davis from English, and Santee Kumar met recently to go through the protocol. We will have a resolution which states that all colleges and departments will be required to re-look at their operating paperwork. We will come up with definitions that to use for “interim” and “acting” titles. We are hoping we can be done prior to Spring Break.

Provost Rice commented that. with respect to “acting” and “interim” in the Provost and Vice Chancellor area, Acting is used when someone is out of the position but can return to the position, i.e., if a chair takes a sabbatical and someone is assigned to take over his/her duties while on sabbatical, they will be considered an “acting” chair. Interim is used when there is nobody in the wings, i.e., someone who leaves the position or some other catastrophic situation, the person who comes into that position to maintain the leadership is considered “interim” until a national or regional search can be completed. Prof. Kittleson says that is along the lines the Committee has been discussing.

Don Rice stated that there has been discussion on campus about where to have commencement in May. We have talked to the contractors and we will be able to have the May commencement in the Arena and the contractors would lose only two days of work. They were willing to do that.

4. **Old Business**

a. Signature Programs -

Tom Britton reported passed around copies of the recent draft proposal on Signature Programs which incorporated some of the suggestions discussed at the last meeting. A memo from Tom Britton as Chairman of the Graduate Council, to the Chancellor was also drafted to accompany the recommendations. Chairman Britton added that before we move on to consider this proposal more completely, he asked the Council if, at this point, we want to go on record with suggestions about signature programs; or should we wait until it becomes an issue. He added he is not wedded to either approach and further stated that our motivation early on was to have something in place should the university develop a signature program mentality that moved significant resources from one program to another.

Ron Browning commented that if the signature program discussion is going to take a lower profile with the administration, why should we spend a lot of time on it? Liz Klaver commented she continues to have real problems with the signature program idea. Alejandro Strong asked the question: If we don't pass this resolution now would we have a chance to move this forward if it becomes a bigger issue in the near future? With that question, it was discussed that we approve the document through a motion and then table the decision to move forward with the document.

At this time, a motion was made by Donna Post and seconded by Elyse Pineau, to accept the signature program as written in the document *University Graduate Council Recommendations for Signature Programs at SIUC* as proposed by the Committee on Signature Programs.

At this time, Alejandro Strong moved to table the decision at this time and should the signature program idea be pursued for implementation by the Chancellor in the future, that we would expect an opportunity to comment. Motion was seconded and passed unanimously.

5. **New Business**

Donna Post asked if anybody else on the Council has heard any comments on the conditions of the campus sidewalks after the recent snow and ice storm and further commented that the campus sidewalks and parking lots are in the worst condition that she has ever seen. Her feeling was that the campus should have been closed until the sidewalks could be navigated safely. She has heard rumors of many students with broken bones on campus from falling.



Provost Rice commented that the Provost and Vice Chancellor area is not in the loop on the decisions regarding campus closure unless the Chancellor is not available. He added that it is quite clear that we have had a lot of problems this year just as we had last year and stated he was very vocal about last year's problem and we are further behind this year than we should be. The Chancellor has stated that the reason the sidewalks haven't all been cleaned in a timely manner is because we need more bobcats to clean the sidewalks. Tom Britton asked the question as to whether there is a protocol as to what gets priority for cleaning. For example, the Law School the faculty parking lot was cleaned and the red sticker parking lot was not and it was noticed by the students. Dr. Rice further stated he does not have a clear sense of how those decisions are made. He also commented that he is concerned that if personnel are unable to get to campus because of weather conditions, they are required take vacation time. He thinks there should be a better way to manage that and he has sent a memo to Kevin Bame to find out if we are constrained by State Law or a University policy. He stated he will ask PSO and the Chancellor to make public the protocols for cleaning sidewalks and the parking lots on campus.

Provost Rice was asked to give an update on the College of Engineering Dean Search and the status of the College of Applied Science Dean Search. Provost Rice stated the Engineering Search is proceeding quite nicely and his understanding is they are meeting next week to expand their long short list. With respect to the Deanship in the College of Applied Science, Terry Owens was named interim dean and the paperwork is sitting in the Chancellor's office. The Committee has been formed, the co-chair is Dean Gary Manish and he has been asked to convene that committee as soon as possible and the internal candidate may apply. We are looking to have somebody on board by the beginning of the Fall Semester.

Dr. Wilson announced that Robert Sims, a former A/P representative to the Graduate Council, passed away unexpectedly two weeks ago. Robert was a former IMGIP student and is a real loss to the campus.

The next meeting of the Graduate Council will take place on Thursday, March 5, 2009 at 8 a.m. in the Kaskaskia/Missouri Room of the Student Center.

There being no further business to bring before the Council, a motion to adjourn the meeting was made and seconded and passed unanimously; the meeting adjourned at 9:15 a.m.

Respectfully submitted,

Donna L. Reynolds

Recording Secretary