

Southern Illinois University Carbondale
Minutes of the Graduate Council
April 5, 2012

CALL TO ORDER

A meeting of the SIU Carbondale Graduate Council (GC) was held in the Kaskaskia and Missouri Rooms of the Student Center, Carbondale, Illinois, on April 5, 2012. Vice Chair Susan Ford called the meeting to order at 8:00 am.

Members in attendance were Najjar Abdul-Musawwir, Gary Apgar, Christopher Behan, Judith Davie, Carl Flowers, Susan Ford, Katherine Frith, John Groninger, Constantine Hatziaodoniu, Jodi Huggenvik, Holly Hurlburt, Kathy Hytten, Levi Jost (GPSC), Matthew McCarroll, Manoj Mohanty, Ryan Netzley, Monica Newby (GPSC), Joshua Potter (GPSC), Pamela Smoot, Suresh Tadisina, Keith Waugh, and Matthew Whiles. Members not in attendance were Sara Baer, Scott Collins, John Dobbins, Scott Ishman, Kimberly Kempf-Leonard, Benny LeMaster (GPSC), Wanki Moon, and Luke Norris (GPSC).

Announcement of Proxies: There were no new proxy announcements. Continuing proxies were Alison Watts representing Kimberly Kempf-Leonard and Craig Anz representing John Dobbins for the remainder of the semester.

Ex-Officio members in attendance: Rita Cheng, Chancellor; John Nicklow, Provost and Vice Chancellor; John A. Koropchak, Vice Chancellor for Research and Graduate Dean; Susan Rimmer, Associate Vice Chancellor for Research David Carlson, Dean, Library Affairs; and Jay Means, Deans' Council Representative.

Other attendees: David Wilson, Associate Dean and Director, Graduate School; Ratna Sinha, Associate Director, Graduate School; M. Jacob Baggott, Assistant to the Chancellor; Peggy Stockdale, Professor, Department of Psychology; Thomas Britton, Associate Professor, School of Law; Linda Herrold, Instructor, MedPrep; James Allen, Associate Provost for Academic Programs; Tom Woolf, Associate Director, University Communications; Mandara Savage, Chair and Associate Professor; Christina Sayles, Budget Office; and Tina M. Price, Recording Secretary.

CONSIDERATION OF MINUTES

Motion to approve the minutes of the March 1, 2012 meeting of the Graduate Council duly made and seconded, and the minutes were approved.

Vice Chair Ford introduced a motion from the Expanded Executive Committee (EEC) to amend the minutes of February 2, 2012. In reference the text under Reports, item number 6. Report of New Programs Committee-Professor Hurlburt, the EEC recommended that the last paragraph on page 9 be revised to read as follows: "After a brief discussion, Professor Duram was advised that several clarifications should be made and a vote will be taken at the March meeting." The motion was approved and carried.

REMARKS

Chancellor Cheng

The Chancellor introduced Tom Britton, Chair and Peggy Stockdale, Co-chair, involved in the Strategic Planning Draft Document process. They were invited to discuss the Strategic Planning Draft Document and address the four Strategic Planning Breakout Session Questions from the Leadership Council meeting held on Tuesday, February 21.

Drs. Britton and Stockdale opened with discussions covering PowerPoint Slide 3. Identification of the Lens Group Membership, Slide 5. Committee-Wide Questions and the focus areas, and a request to provide feedback by the GC members to Slide 21. The Chancellor stated that the deans have had the opportunity for discussions, and that there will be discussions with the Faculty Senate during the April meeting. The information will be going out to constituency groups and public venues, with offerings via the web and email. The GC members were asked to provide input before the end of the semester, as the summer time would be spent rewriting and polishing the document. The next stage of the process will involve Action Steps and Methods, which will include the CPBAC's participation.

There were further discussions, after which Vice Chair Ford advised GC members send any additional comments directly to Jacob Baggott, Assistant to the Chancellor.

Continued Remarks by the Chancellor

There were 40 searches launched this year, with 4 permanent and interim dean searches completed or underway. The VC for Development and Alumni Relations candidates will meet with the search committee next week. There are plans to narrow down the finalists in late April, early May. Additionally, there are tentative plans to announce a director for the Center of Inclusive Excellence.

GC members were asked to encourage faculty and staff to attend upcoming events:

1. *Antarctica: Imagined Geographies* on Tuesday, April 24 at the Morris Library.
2. *Out of the Box*, a two-week music event launches Friday, April 6.
3. The Ninth Annual Research Town Hall and Undergraduate Research Day on Tuesday, April 17
4. Author's Day at Morris Library showcasing scholarly activity across the campus on April 18.

Enrollment numbers for Fall undergraduates look strong. The master's enrollment figures were down, driven by softness in International Master's. PhD's remain the same as last year, again driven by International numbers.

The BOT will be asked for a tuition increase at the May meeting. The Chancellor encouraged the GC to support it through any discussions they may have across the campus. She addressed discussions from Springfield regarding pension funding and the expectation of decisions being made by mid-April. There were legislative talks about the possibility of a 5.3% budget cut before pensions. She advised that information will be shared with the campus as it becomes available.

Mark Kelly, retired U.S. Navy Captain, has agreed to be the guest speaker at all three commencements, as well as the luncheon for the Foundation and alumni boards. The topic will be Endeavour to Succeed.

The BOT endorsed a \$30 million borrowing against the campus facilities maintenance to enable more aggressive repairs to our academic buildings, grounds and student life components.

Provost John W. Nicklow

The following remarks were provided:

1. Interviews were completed and they are now at the decision making stages for the Dean of Agricultural Sciences, Interim Dean for Science, Admissions Director and Inclusive Excellence Center. ASA Dean and Disability Support Services Director will start this week and followed by the Dean of Library, Interim Dean of MCMA and the Dean of the College of Education; interviews ending by May 11-12. All forums and interview dates will be available on Saluki Times, with access to vitas on the Provost's website.
2. There were six nominations submitted for the Chancellor's Position Request Review Committee. After confirmations with individuals that they will serve, a campus-wide announcement will be made.
3. The Program Review Task Force received all campus input and made the final edicts to that document. The Provost and Chancellor will take a final look at the document and roll it out within the next few weeks.

There were brief discussions regarding handling of the dissemination of multiple candidate interview schedules, hiring plans, a timeline for position requests and the hiring cycle.

In response to questions regarding hiring plans, the Provost stated that the Deans submitted hiring plans on April 1. He will setup and discuss a hiring plan with the Chancellor, and then charge the committee during the first half of May.

Announcements

Vice Chancellor for Research John A. Koropchak

The following announcements were made:

1. Events:
 - a. The Undergraduate Research Symposium will be on April 16.
 - b. The Research Town Meeting is on April 17. To date, about 320 posters/exhibits have been submitted; by far a new record!
 - c. The Author's Day in the Library will be April 18.
 - d. The St Louis Area Undergraduate Research Symposium hosted by Washington University on Saturday, April 21 at the St. Louis Zoo. A bus has been arranged to transport university students who are interested and in need transportation. Contact Meg Martin in OSPA.
2. Fall 2012 graduate applications are still over two hundred applications ahead of last year at the same time (+9%). However, admissions by the programs are still running significantly behind the same time last year (-12%). Dr. Koropchak requested that the GC members do all they can to encourage their departments to increase admissions, as appropriate.
3. Grants processed in March total \$6M, and grant contracts at the end of March total \$55.3M. This is \$5M less than the same time last year. Dr. Koropchak stated that he believed that this is in large part a phasing issue. March 2011 was a huge month, \$12M.

There are a number of grants that are paying later this year, both state and federal. It is anticipated that, unless these agencies do not pay up this year, the university should catch back up eventually.

4. There were a significant number of retirements in the Graduate School, and anticipate a significant number of additional ones. In response, the Chancellor requested and was provided a comprehensive hiring plan proposal. It is hoped that it be used as a basis to begin addressing staffing needs in the near future. The Chancellor provided feedback and the plan is currently being revised.
5. Update on searches:
 - a. OSPA Director--2 finalists interviewed and 2 more are scheduled for interviews.
 - b. CRC Director--requested permission to hire.
 - c. IMAGE Director--currently negotiating with candidate(s).
 - d. MTC Director--4 finalists to interview starting next week.
6. SIU faculty members are now eligible to apply for grants from the Howard Hughes Medical Institute (HHMI). HHMI provides about \$1Billion in biomedical research funding per year. Eligibility is based on NIH funding levels, and the university passed the threshold. This should be a great benefit to the biomedical-oriented faculty members.
7. Kudos to faculty member Dr. Tomasz S. Wiltowski who was awarded the Georgia Agricola Medal from the Technical University of Ostrava in the Czech Republic.

Associate Vice Chancellor Susan Rimmer

Dr. Rimmer stated that any students or faculty members wishing to participate in the Research Town Hall, and missed the official registration deadline, can still be accommodated for the April 17th event. Contact Debbie Fields in OSPA.

There were an excellent set of proposals for seed grants. The seed grants are in the final stages of sending out letters and will be in mail boxes next week.

There are plans to send a call-out for interdisciplinary seed grants with a deadline at the end of May. In response to a question, it was stated that there are approximately 17 grants, totaling \$285,000.

Associate Dean David Wilson

Dr. Wilson announced that letters for Master's Fellowships went out today, and the Graduate Dean and Prompt Assistantships have also gone out. He reported that the Graduate Council elections are in process.

Vice Chair Susan Ford

Vice Chair Ford requested a short open discussion regarding any GC concerns about the impact of impending retirements within the Graduate School; specifically, post-retired Dean Wilson who will be leaving, the associate dean, the administrative assistant to the director, the supervisor for graduate admissions, the supervisor for graduate registration, the individual overseeing graduation clearances and graduation, and the position previously vacated by Pat McNeil.

There was a brief discussion regarding other campus retirements and those affecting dissertation chairs. Dr. Wilson stated that they will work with programs to allow directors to

continue after retirement but with a restricted time frame of one year. He added that it would need to be in writing.

Additional discussions covered:

1. Graduate School policies covering untenured faculty serving as the dissertation chair.
2. Steps to pursue changes to the policy.
3. Advancing individuals into positions and placing senior individuals at entry levels.
4. Improving the efficiency of the graduate admission program in time for Spring 2013.

Reports

1. Faculty Senate—Professor Appgar

The GC members were asked to encourage their faculty to participate in the Faculty Senate elections. Positions posted on Blackboard.

2. Report from CPBAC—Professor Ford

Vice Chair Ford reported that the CPBAC's primary role in the Strategic Plan would be to enact the plan, to direct the way things were prioritize and the way the plan were put into action. A subcommittee has been put in place to present a metrics for the program review of non-academic programs; i.e., the press, student life, touch of nature, etc.

After a brief discussion regarding inclusion of language about prioritizations within the Strategic Plan, GC members were advised to forward their questions to Jack Baggott.

3. Nominations to Committees-Professor Ford

The Professor Ford discussed the Position Request Review Committee. There will be one representative who is a member of council and one representative of the graduate-faculty-at-large named by the council. Three recommendations were submitted, and those members will serve two-year terms that are staggered. She added that individuals from the arts and social sciences were recommended in order to balance out and better represent the disciplines on campus.

4. GPSC Report- Joshua Potter

Nominations and elections for the next year's GPSC are ongoing. The GPSC are currently investigating graduate student concerns about removal of trees in Thompson Woods. A report will be provided as more information becomes available.

5. Report of Research Committee—Professor McCarroll

For informational purposes only, the committee reviewed the Conflict of Interest Draft and found no fundamental issues with the policy. Professor McCarroll stated that they forwarded minor comments to that committee and that this dealt specifically with research grants. A copy will be made available with the minutes of the meeting.

Co-Chair Ford advised the new members that policies driven by external agencies are reviewed, but do not require a vote by the GC.

6. **Report of New Programs Committee—Professor Hurlburt**

Professor Hurlburt proceeded with discussions and the reading of two resolutions:
RESOLUTION

**Graduate Council Resolution in Support of RME to Change the Name of MS
from Manufacturing Systems to Quality Engineering and Management
(Technology Department, School of Engineering)**

RATIONALE

Whereas, the Technology Department (School of Engineering) proposes to change the name of its MS from Manufacturing Systems to Quality Engineering and Management. And

Whereas, these changes in terminology signify the recent change in focus and coursework of the program to quality and quality systems. Graduates of the program emerge equipped to apply engineering principles to planning and management of industrial and manufacturing operations. The name change will more accurately reflect graduates' career path; and

Whereas, neither the program nor individual courses overlap with the College of Business' MBA program, and the name change received no opposition from the dean of that college; and

Whereas, department members voted unanimously in favor of these changes, which do not require new faculty, facilities, staff or dollars;

RESOLUTION

Therefore, be it resolved that the Graduate Council approves the proposed RME for Change Name of MS from Manufacturing Systems to Quality Engineering and Management (Technology Department, School of Engineering).

Vice Chair Ford's call for a motion to vote on the resolution resulted in 1 abstention and 0 opposed. The motion passed.

RESOLUTION

**Graduate Council Resolution in Support of RME for the Creation of a
MEDPREP Concentration in the Biological Sciences MS Program**

RATIONALE

Whereas, The College of Science proposes the addition of a MEDPREP concentration to the Biological Sciences MS. Currently, MEDPREP is a post baccalaureate program administered through the SIUC School of Medicine. Participants in the program receive a certificate. And

Whereas, the proposed change from a certificate to a concentration within Biological Sciences will make graduating students more marketable in expanding

fields such as applied research, medical technician and community college teaching or better prepare students for a professional degree; and **Whereas**, only one similar program exists in Illinois, so it is anticipated that such a change may increase enrollments; and the proposed change does not require new faculty, staff, facilities or dollars;

RESOLUTION

Therefore be it resolved that the Graduate Council approves the proposed RME for the creation of a MEDPREP Concentration in the Biological Sciences MS Program.

Professor Hurlburt introduced guest Linda Herrold, Instructor, MedPrep, who was present to respond to any questions regarding the program. Ms. Herrold addressed several issues regarding the number of students and required/ optional credit hours.

After further discussions, Vice Chair Ford recommended that Ms. Herrold work with the committee to assure that the minimum number of requirements and hours are clear in the proposal. It was noted that admission to the program would be closed until the passage of this proposal.

The GC members were reminded that there will be a vote at the May meeting.

RESOLUTION

Graduate Council Resolution in Support of RME for the Creation of a Concentration in Ecology by the Zoology Ph.D. Program

RATIONALE

Whereas, Zoology proposes to create a new concentration in Ecology within their Ph.D. program; and

Whereas, Ecology is a multidisciplinary field that provides the opportunity for interaction and collaboration by students and faculty across departments, programs and colleges. In 2011, this council approved similar Ecology concentrations in Plant Biology and ER&P. Ecology's strength at SIUC is further indicated by the success of the Center for Ecology (which does not grant degrees); and

Whereas, the appearance of a concentration on student transcripts will more accurately reflect the broad nature of student training and preparation for multiple opportunities in an expanding job market; and

Whereas, the concentration will require only minor programmatic changes, and will not require new faculty or new resources, and is predicted to increase graduate enrollment.

RESOLUTION

Therefore be it resolved that the Graduate Council approves the proposed RME for the creation of an Ecology Ph.D. concentration in Zoology.

Professor Hurlburt introduced Matt Whiles as the source to field any questions from the GC members. After a brief discussion, the Vice Chair advised, barring any complications, that there will be a vote at the May meeting.

7. **Report of Program Review Committee—Professor Huggenvik**

Professor Huggenvik introduced guest James Allen, Associate Provost for Academic Programs, who discussed the revision to the Program Review Overview guidelines.

Dr. Allen discussed revisions to the document designed to reduce paperwork, reduce the burden on internal reviewers, offer it electronically, and include follow up by the Provost's office to insure consideration of the issues raised in the course of the reviews.

The GC members were asked to review the document with their departments and provide feedback before leaving for the summer. Further discussions planned for August. The document is available on the GC website.

8. **Report of Education Policies Committee—Professor Netzley**

Professor Netzley proceeded with discussions and the reading of the resolution.

RESOLUTION

**Resolution Recommending Changes to
Morris, Doctoral, and Master's Fellowship Award Procedures
Graduate Council, Education Policies Committee, 5 April 2012**

Whereas many departments use Morris, Doctoral, and Master's Fellowships as recruiting tools for truly superior graduate students, both intra- and extra-mural;

And whereas competing institutions increasingly offer fellowship awards and funding packages in early to mid-February across a range of disciplines;

And whereas Southern Illinois University, Carbondale has a university-wide commitment to increasing graduate enrollments;

And whereas Morris, Doctoral, and Master's fellowships allow departments to increase the size of their incoming graduate cohort, during particularly periods of budgetary stasis or contraction;

And whereas the practical mechanism for increasing the speed of fellowship awards decisions will be in place by spring 2013, when the Graduate School will circulate fellowship applications in PDF form, abrogating the need for the slow and cumbersome process of circulating hard copies in separate packets;

Therefore, be it resolved that the Graduate Council recommends to the Graduate School that decisions on both Morris and Doctoral Fellowship awards be made no later than 10 February and that decisions on Master's Fellowships be made no later than 20 February.

Dr. Wilson recommended the application dates be pushed back; doctoral to February 15 and master's to the March 1, 2013. He stated that the admissions staff needs a week to check them before circulation. And by moving this to Desire to Learn, the panels will have an opportunity to read all the applications.

After a brief discussion, Dr. Wilson's recommendation was offered as a friendly amendment to the Resolution. There will be a vote at the May meeting.

Professor Netzley addressed the Transition of Center for Graduate Teaching Excellence at SIU Report. Discussions regarding the transition included:

- a) A faculty member to serve as director, overseeing the transition of the older programs.
- b) Questions as to when the hire would occur.
- c) The transition of older programs in the CGTE.
- d) Sexual harassment training for graduate students
- e) Overseeing of the integration of international teaching assistants into various classrooms.
- f) Training related to research ethics and teaching ethics.

Vice Chair Ford stated that next year's GC will take up a review of the status and that things have worked smoothly.

9. **Old Business:**

No report.

10. **New Business:**

No report.

Adjournment:

There being no further business to bring before the GC, the motion to adjourn was moved and seconded. April 5, 2012, and the Missouri and Kaskaskia Rooms of the Student Center were fixed as the date and place for the next meeting.

Meeting adjourned at 9:53 am.

Tina M. Price, Recording Secretary

Attachments

Strategic Planning Draft Document

Strategic Planning Breakout Session Questions

PowerPoint Slides – A Strategic Plan in Process

Dashboard Metrics

RME Change Name of MS from Manufacturing Systems to Quality Engineering & Management

RME - Creation of a MEDPREP Concentration in the Biological Sciences MS Program

Program Review Overview

Resolution Recommending Changes to Morris, Doctoral, and Master's Fellowship Award

Transition of Center for Graduate Teaching Excellence at SIUC Report