

Southern Illinois University Carbondale  
Minutes of the Graduate Council  
October 4, 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 October 4, 2012. Chair Matthew McCarroll called the meeting to order at 8:07 am.

Members in attendance were, Najjar Abdul-Musawwir, Craig Anz, Christopher Behan, Ryan Ceresolo (GPSC), Scott Collins, Bryan Crow, Judith Davie, Carl Flowers, Susan Ford, Katherine Frith, Reza Habib, Constantine Hatziaodoniu, Kathy Hytten (Terri Wilson), Benny LeMaster (GPSC), Matthew McCarroll, Grant Miller, Manoj Mohanty, Wanki Moon, Luke Norris (GPSC), Pamela Smoot, Brooke Talley (GPSC), Matthew Whiles, Andrew Youpa.

**Announcement of Proxies:** Terri Wilson for Kathy Hytten.

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; Kimberly Kempf-Leonard, Deans' Council Representative.

Other attendees: James Allen, Associate Provost for Academic Programs; Wayne Glass, Director of OSPA; Mark Morris, College of Business; Terry Clark, Faculty Senate Representative; Michael Grey, Associate Professor in Magnetic Resonance Imaging & Computer Tomography; and Michelle Petrik, Recording Secretary.

**CONSIDERATION OF MINUTES**

Dr. Flowers noted one change within point number seven. It should read PA Program instead of Ph.D. Program.

Motion to approve the minutes of the May 3, 2012 meeting of the Graduate Council duly made and seconded, and the minutes were approved with one change.

**REMARKS**

Provost Nicklow

To announce, we were again named a "Military Friendly University" by G.I. Jobs. That is four years in a row they have named the top 15% military friendly institutions, doing the most to embrace military service members, veterans and spouses. It is something to be very proud of, and we continue to excel in that area.

Matt McCarroll is working to get members on the Program Changes Review Committee that takes a look at the individual programs. To update you, we have had a number of improvement plans submitted by those programs that did not meet one or more IBHE mandated metric. We took a close look at those improvement plans and, based on the progress we think they can make over the next year, we have identified eight programs to go through the full cycle annual review:

- LLM and MLS in School of Law
- BS and MS in Mining Engineering and the College of Engineering
- MS Ed. in Health Education and Education and Human Services
- BS in Social Science Education in College of Liberal Arts and Education and Human Services
- MS in Agribusiness Economics in Agricultural Sciences
- BS in Music Education TEP Program in Liberal Arts and Education and Human Services

We have eight programs that will undergo a full annual review (based on their metrics) based on the information presented in their improvement plan.

John Koropchak and I pulled some members of the Enrollment Management team and the Graduate School together to talk about ways we could collaborate more; capitalize on some additional efficiencies. Enrollment Management will begin collaborating with the Graduate School on the catalog. We talked about degree posting and graduation protocol, not the commencement ceremony, but the graduation piece if we can collaborate more on that with our Registrar Office. We have a publications coordinator in Enrollment Management who has been asked to do a little more collaboration as well; helping out with Graduate School Publications. The hope is, again, that we capitalize on some efficiency and start collaborating a little more between the graduate and undergraduate side.

#### Chancellor Cheng

I would like to update you on a few things. Later this morning the Leadership Group will be getting together to review the latest draft of the strategic plan, but more importantly talk about how we move forward. I have some questions that I hope will provoke discussions around our actions that we need to take as a campus to achieve our goals, as well as whether we have the will to make the choices that are necessary to achieve success. The strategic planning latest draft document is posted on my website. After today I will be sending out a note to the campus to ask everyone to take another look at the final plan.

I also posted the Safety Taskforce Report on the website late yesterday and will be sending out a note to the campus. That group did some remarkable work around perceptions of safety on campus and some things we can do to make people feel safer; being more transparent in our reporting of incidences on campus and actions we can take to prevent theft and fights. The taskforce has agreed to stay on as an implementation team; we will be addressing issues in housing, communications across campus, lighting, and other kinds of scheduling for safety patrols, etcetera, so that we have this issue in better control. I think there is much more perception about safety or lack of safety, than there is reality, but there is always room for improvement.

We will be complying with the new acts around abused and neglected children. There will be a requirement that all faculty and staff go through some training; online module. We are hoping to

collaborate with U of I, they unfortunately are not as far along as I thought they were, so we will be sending out some slideshows. If indeed they get their online training, we will look at that and see if we can take advantage of the work they have done.

We have had some international efforts going on over the last several weeks. Staff and Faculty have been in Brazil, Japan and Cuba to push forward on the opportunities for our faculty and students in those countries. I also hosted a group from Brazil, who are here on a study tour, yesterday. We really do have some opportunities to get more aggressive in our international recruitment, and take advantage of those relationships for research opportunities for our faculty and graduate students.

The Vice Chancellor for Development and Alumni Relations search is winding down, and I hope to be able to present a candidate for board approval in November.

The tech building ribbon cutting is at the end of this month, October 26<sup>th</sup>. I would encourage anyone who has not stopped by to see that impressive building. It is two football fields long. There are many automobiles in that building; they look small because the building is so big. It is a pretty impressive accomplishment for our campus.

On the enrollment and program side, we are also launching pretty aggressive advertising campaigns. It will hit the street in mid-October to mid-November to be coinciding around our first open houses. We have radio spots in Chicago, St. Louis and in the local areas. We have billboards that will be going up throughout the state and in Chicago this year for the first time in a very long time. And, we are doing much more less expensive advertising in high school publications, high school gymnasiums, and different web and social media outlets. We hope to see some good results from these efforts.

Finally, on the research side, we have convened a group to begin discussions of a reconfiguration of McLafferty into an interdisciplinary research facility. We have also convened a group to discuss the reconfiguration of the Woody Hall administrative building. The Provost and Vice Chancellor presented me, after I asked for an analysis of the condition of our classrooms and labs, with the work that they did with their staff over the summer and we have plans to upgrade the physical condition of 60 classrooms and technology will soon follow. We have a dozen teaching labs that we hope to accomplish over the next two years, and we have three or four high-priority research labs on this campus that we would like to address as soon as we can. We will do this with the facilities maintenance fee, technology fee and indirects. We are going to challenge ourselves to catch up on some pretty incredible deferred maintenance in those areas.

## **ANNOUNCEMENTS**

Vice Chancellor John A. Koropchak

I would like to start with introducing our new OSPA Director, Mr. Wayne Glass. Please give him a warm welcome.

There has been a lot of discussion and concern about the recently approved tuition-on-grants policy, particularly the aspect of the out-of-state rate, which is 2.5 times the in-state rate. In response, Provost Nicklow and I proposed an intermediate plan to the Chancellor, whereby we use the in-state rate on

budgets, which the Chancellor approved. Another part of this plan is to put together a committee, including the Graduate Council that will develop a proposal for a more permanent solution by December 31, 2012.

At the end of September, our total grants and contracts were \$18.7M, significantly below the \$26M for the same time last year. A significant part of this is a phasing issue again with agencies delaying final awarding to later and later dates. For example, we have over \$4M in early childhood grants that are normally done by now, but won't be awarded until next month. This is probably going to be a continuing issue.

Relatedly, there is great concern about the impact of federal sequestration on federal funding agencies. Current projections are that this would correspond to on average 8% reductions to virtually all of those agencies. It would really limit virtually all of those agencies from giving any new grants; they would probably just have to maintain the grants they have already awarded that are often 3-5 year grants. That would be a serious blow to continued growth.

- Chancellor Cheng added that she had received, late yesterday afternoon, a request from Senator Durbin's office to give information on the impact of sequestration on NIH and NSF funding to our campus; what it would mean in terms of dollars and jobs. We will have to get that information together.

The Council of Graduate Schools recently released a report indicating that although the number of applications to grad schools nationwide rose in 2011 (+4%), the enrollment dropped 2%. This is very consistent with the data that we saw here for 2012.

The National Science Board released a report entitled "Diminishing Funding and Rising Expectations: Trends and Challenges for Public Research Universities." I think that the title says it all. Let me know if you'd like a copy.

On a positive side, we just received a note yesterday from a group called GetEducated.com that recently rated our on-line MBA program #60 on its 2012 list of Best Online MBA Programs. Kudos to the College of Business and their MBA program which is only three years old.

#### Associate Vice Chancellor Susan Rimmer

Just one quick announcement, the deadline for the faculty seed grant is coming up on November 12, 2012. Encourage your colleagues to apply for this. We have had a couple workshops within the past few days with standing room only; that was good to see.

- Dr. Koropchak mentioned that the staff in OSPA told him of another workshop for graduate students writing grants. Where we normally have 6-8 people sign up and 4-5 actually show up, we have over 100 students this year that have applied for that. Earlier this summer we sent out, through ApplyYourself, an email to all students containing information about the Graduate Research Fellowship Program at NSF. That is a very lucrative fellowship program, so we sent it to all of the students that were eligible. I am not sure if that had an impact, but it is a good sign that graduate students are thinking more about developing these kinds of opportunities.

Please tell your colleagues, this is a pretty good program. The funding rate was about 60-65%; those of you who apply for grants know that is phenomenal. Typically you are looking at 10% on a good day.

Chair Matthew McCarroll

In the Planning and Budget Committee the 5-10-15 rule is of concern. I wanted to report to the Council that a sub-committee has been appointed to look at that issue. Scott Ishman and I are both serving on that committee, so we should have some representation there. This will be going forward within the next month or so.

**REPORTS**

1. **Deans Council – Dean Lemish**

I am the new dean in the library, and I just wanted to update you on a few things going on in Morris Library. We have been reviewing all of our policies and we will be implementing for an extension in room scheduling; instead of two hours, it will be four hours. There will be an online reservation system that will be implemented within the next month.

We have also added some faculty specific rooms; we have two rooms that are available for faculty to check out on a semester basis to do research. Also, a new initiative is a room for faculty writing. This is a drop-in room that you can come in whenever you want to and work on research writing projects, either alone or in groups. It is for faculty only, not for graduate students. If you want to use that room, go to the circulation desk to request a key card that will allow access to the room whenever the library is open. It is a great place to go to get away from the distractions of your regular office and be able to focus on your research.

In addition, we have a new search interface on the library website called “One Search”. This is a Google-like search of about 80% of all of our resources; searching not just books, but journal articles, databases, videos, etc. I encourage you to try that out. A resource we purchased last year, that has not been promoted very much, is called “Academic Video Online”, this is a huge database by Alexander Street Press of primary source material. It is primarily in the Humanities Social Sciences and in the Health Sciences. I encourage you to try that.

Probably the most interesting things about the library are that the book move is going quite smoothly. We are about 80% complete now; it will be totally completed by the end of this semester. The basement of the library will be open during the spring semester at the very latest. McLafferty is looking great; ready for construction. We are in the final phase of that transition which is very exciting. We are also in the final stages of plans for completing the sixth and seventh floors of the library; almost to the furniture phase in the process right now and construction should begin in about a month. The hope is that the floors will be open for the fall 2013 semester. Two math labs, classrooms, learning support services, a testing center and group collaborative stations will all be going into the sixth and seventh floors.

**2. Faculty Senate – Professor Clark**

Coming out of Faculty Senate Executive Committee last time was a resolution, “Resolution to Urge Trustees and Senior Administrators to Protect and Enhance the Reputation of the University”. There was some discussion in the Executive Committee, and some disagreement, but nevertheless the resolution went forward to the most recent Faculty Senate meeting. There was quite a vigorous discussion; there was a motion to table it, that motion was defeated. It was then called to the vote and it was rejected.

**3. Deans Council – Dean Kempf-Leonard**

The deans normally meet twice a month, but the academic deans have decided that we want to meet more often to do some strategic planning. We will now meet twice a month informally with the Provost and have a retreat within the month.

**4. Report from CPBAC – Professor McCarroll**

Reported in announcements.

**5. Nominations to Committees – Professor McCarroll**

Andrew Youpa has been appointed for the University Staff Excellence Award Committee. Wanki Moon has accepted a nomination for the Honorary Degree and Distinguished Service Award Committee. Christopher Behan has agreed to serve on the University Joint Benefits Committee. I would like to thank all of them for agreeing to do that. We still have several committees that I am seeking to fill; I will be contacting you. Rest assured, I am trying to spread it around, but we have reached the point now that I have tapped into almost everyone at least once. I actually will be going to the broader Graduate Faculty to fill some of these positions so that I don't overly burden the Council members.

**6. GPSC Report - Brooke Talley**

Nothing to report.

- Dr. Koropchak mentioned that the GPSC met with him a few weeks prior to discuss ways that the Graduate School, Graduate Council and the GPSC could collaborate on issues such as facilitating the travel request process for graduate students. Right now there are two processes, so it would be beneficial to simplify the process for graduate students. We talked about the research forum that the GPSC organized and possibly coordinating that with the research town meeting.

Ms. Talley added that the GPSC has talked about giving an award to graduate students that are involved in the research forum/town meeting and in addition possibly offering a workshop to be more active, work together and give back to graduate students.

## **7. Report of Research Committee – Professor Davie**

The Research Committee is very pleased to hear that there is some movement on the tuition-on-grants policy. There is a deadline of December 31<sup>st</sup> on that policy, which is the deadline for approval by the Graduate Council. I am assuming that means we need a new plan by November. Who will be in charge of selecting this committee?

- Dr. McCarroll mentioned that he was going to cover this information in New Business, but will go ahead and discuss it now. The charge that has come from the Chancellor is to establish a committee, which is done by the Graduate Council, with the intent to get very broad input to the policy to make sure we have appropriate input from various constituencies on campus that are affected by the policy. The committee should include representatives from the Research Committee, the Graduate Council, the Graduate Council at large, Tuition on Grants Taskforce and others. If you have any ideas or suggestions, we can discuss who should be on that committee with the idea of coming up with a good representation for that final committee. We are tasked to have a revised proposal submitted and approved by the Graduate Council and the Provost by December 31<sup>st</sup>. That does put us in the position of having a vote on that in the December meeting.
- Chancellor Cheng added that there was quite a bit of work done by the previous Graduate School Research Committee when they made the recommendation that we move forward last year, so you have a lot of information from other research universities.

## **8. Report of New Programs Committee – Professor Flowers**

In the September meeting I mentioned two proposals that had come to us; one was an RME for the Post-Baccalaureate Certificate in Magnetic Resonance Imaging in Radiologic Sciences. Our committee has met and we have come up with a resolution.

Professor Flowers read the following:

**Graduate Council Resolution  
in Support of RME for Post-Baccalaureate Certificate  
in Magnetic Resonance Imaging in Radiologic Sciences**

**RATIONALE**

Whereas, the College of Applied Sciences and Arts proposes the addition of a Post-Baccalaureate Certificate in Magnetic Resonance Imaging in Radiologic Sciences; and

Whereas, the need for Radiologic Technologists is expected to increase greater than 12% between 2008 and 2018; and

Whereas, the Post-Baccalaureate Certificate in Magnetic Resonance Imaging will be housed in the School of Allied Health and will require 18 credit hours of coursework, and

Whereas, the addition of certificates in this area may be expected to generate credit hours and tuition dollars from both existing student and professionals wishing to enhance their skills; and

Whereas, no additional state resources will be needed to support this program, which will be delivered via on-line and off-campus formats through the Office of Distance Education on a cost recovery basis; and

Whereas, no other educational units, curricula or degrees will be affected by the MRI post baccalaureate certificate program

**RESOLUTION**

*Therefore*, be it resolved that the Graduate Council approves the proposed RME for a Post-Baccalaureate Certificate in Magnetic Resonance Imaging in Radiologic Sciences.

This is a program that has been in the works for a couple of years. I have asked a representative from the School of Allied Health, Dr. Grey, to be here today to answer any questions concerning that program.

Discussion took place between Dr. Grey and council members concerning this resolution.

The resolution will be brought back to the Graduate Council at the November meeting for a vote.

Dr. Flowers continued with a second proposal to relocate the Physician's Assistant Program from the College of Applied Sciences and Arts to the School of Medicine. Our committee has met and we have come up with a resolution.

Dr. Flowers read the following:

**Graduate Council Resolution  
in Support of RME Relocating the  
Physician Assistant Program from the  
College of Applied Sciences and Arts (CASA) to the School of Medicine (SOM)**

**RATIONALE**

Whereas, the SIU School of Medicine (SOM) and the SIU PA Program have similar mission statements focusing on enhancing primary care in rural and underserved areas, especially within the state of Illinois; and

Whereas, the PA Program and first year medical students are housed in the same building; and

Whereas, several of courses in the Physician's Assistant Program (PAP) are also taught in the SOM; and



Whereas, having the PAP students and the SOM students together would greatly enhance the concept of the medical team; and

Whereas, PAP faculty were provided opportunities to voice concerns and were satisfied with the explanations; and

Whereas, a meeting of the PAP faculty in the school of Allied Health to discuss and vote on the relocation of the PAP to the SOM, resulted in an affirmative (74% yes vote) for the move;

### **RESOLUTION**

Therefore, be it resolved that the Graduate Council approves the proposed RME for Relocating the Physician's Assistant Program from the College of Applied Sciences and Arts (CASA) to the School of Medicine (SOM).

There have been some initial concerns regarding the process that was voiced by the Faculty Association, and there was a letter sent to Provost Nicklow and Dr. Logue stating they are okay with it at this time. This is a process that is currently going on and I would ask the council to suspend the rules to allow a vote on this today.

Discussion took place between council members. Dr. Flowers' motion to suspend the rules was seconded. The council unanimously voted in favor to suspend the rules.

Dr. Flowers motioned for the approval of the resolution to support moving the Physician Assistant's Program to the School of Medicine.

Discussion took place between council members.

- Dr. Ford suggested that the word "the" be inserted within the third "Whereas", between "several of" and "courses" to read "several of the courses".

The council voted unanimously in favor of the resolution.

Dr. McCarroll motioned to reinstate Robert's Rules. The council unanimously voted in favor to reinstate the rules.

### **9. Report of Program Review Committee – Professor Hatziaioniu**

Nothing to report.

### **10. Report of Ed. Policies Committee – Professor Collins**

As we sent out the Graduate Council agenda, the final version of the *Resolution Recommending Changes to Allow Acceptance of Unofficial Transcripts for Admission Purposes* was attached based on input from the last Graduate Council meeting and a meeting with the administration, plus a little more checking in with Ratna in the Graduate School. After the discussion we had in here last time

concerning the language, “before the second registration”, that has now been changed to, “prior to the initial registration”. The admission decisions can be made, but before students register, they have to have an official transcript on file. This is the change in the resolution we put forward, which will be voted on today.

Dr. Collins read the following:

**Resolution Recommending Changes to Allow  
Acceptance of Unofficial Transcripts for Admission Purposes**

Graduate Council, Education Policies Committee, 18 September 2012

**RATIONALE**

Whereas, many departments only have unofficial transcripts available when timely admission decisions must be made; and

Whereas, a number of peer institutions are now processing admissions decisions based on unofficial transcripts and only requiring official transcripts after admission (or if there is a question about the unofficial transcripts); and

Whereas, this procedure will reduce the number of official transcripts that need to be managed during the admission process which will free up staff time; and

Whereas, allowing departments to make admission decisions based on information from unofficial transcripts will expedite the admission process and possibly increase graduate school enrollment; and

Whereas, Southern Illinois University, Carbondale has a university-wide commitment to increasing graduate enrollment;

**RESOLUTION**

Therefore, be it resolved that the Graduate Council recommends to the Graduate School that admission decisions may be made with unofficial transcripts as long as official transcripts are received before the admitted student’s first registration.

Disclaimer: The Graduate School reserves the right to request an official transcript at any time during the admission process as warranted.

- Dr. Koropchak suggested that the comma between “Southern Illinois University” and “Carbondale” should be omitted.

Dr. McCarroll motioned for a vote on the resolution. The council voted unanimously in favor of the resolution.

Professor Collins continued by mentioning the forgiveness policy. The committee has been checking the peer institutions and gathering information; we are meeting after this meeting to discuss that more in depth.

Another item brought up was the incomplete grades policy that was put forward at the graduate level saying that within one semester the incomplete grade needs to be changed or will automatically turn to an "F"; historically it has been one year to that date. The Education Policies Committee has been asked, "Is this appropriate for the Graduate School level?" Due to the structure, some projects take longer than one semester. Some of the thoughts behind that are:

- If it takes longer than one semester, maybe students need to register for another semester versus taking an incomplete grade.
- Has the incomplete grade been used properly?

Professor Collins stated that these are things the committee will be looking at and information will be brought forward.

- Dr. Ford noted that an "F" for a graduate student is basically saying, "Leave the program, you will never be funded and you cannot move forward". It is a kiss of death. So, if that policy were to be enacted for graduate students, with a masters student being required to keep a 3.0 GPA and a doctoral student being required to keep a 3.2 GPA, an "F" would lower their GPA so low that you would essentially (in a 2-2.5 year master's program) remove that student from the program. I think that is a consequence we need to consider. Currently for graduate students incompletes just stay on the books. I don't know whether that is a good policy or not, but I think having it automatically turn to an "F" is basically saying, "Okay, we're sending you off".
- Provost Nicklow added that he thinks we are out of sync with our peers in how long we allow an incomplete to sit. I don't disagree about the "F" for graduate students, I think what has happened is we have confused the use of a deferred grade with an incomplete grade; we are using incompletes where we really need to be using deferred. Whatever happens here, I think part of it is communication to the faculty to make sure we all understand what we are supposed to be using.
- Dr. Koropchak mentioned to Dr. Collins that Nancy Vorhees in the Graduate School will be providing him with some more feedback on other scenarios.

#### **11. Old Business**

Nothing to report.

#### **12. New Business**

Dr. McCarroll previously mentioned the information on the Committee for Tuition on Grants; action on that will be made soon.

- Dr. Allen made an announcement that the Complimentary Practices and Academic Efficiencies Taskforce that has risen out of the Program Change Review Committee Report from last spring, chaired by Allen Karnes and Todd Winters, will be circulating a survey requesting faculty suggestions about course redundancies, program consolidations and administrative mergers as ideas for the taskforce to consider for investigation. I would appreciate very much if you would take time to answer any one or all of the questions in that survey that will be circulated after fall break. We hope to be able to take your suggestions as part of our deliberations.

The survey is entirely confidential, so if you have some ideas about your own programs that you would rather not be identified as having suggested, lest your colleagues hang you by your thumbs for something so outrageous, you can do so with all candor and not suffer any consequences from sharing your ideas with the taskforce. It will be circulated by the Faculty Senate's announcement list; that means all 1300 faculty across campus will be solicited. We appreciate your input, as much as you are willing to provide us.

Dr. McCarroll stated that he expects to hand the gavel over to Scott who should be returning in a couple of weeks. Thank you all for your attention during my time here.

The Graduate Council gave Dr. McCarroll a round of applause.

### **ADJOURNMENT**

There being no further business to bring before the GC, the motion to adjourn was moved and seconded. November 1, 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 9:26 am.

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Michelle K. Petrik, Recording Secretary

#### Attachments:

Graduate Council Resolution in Support of RME for Post-Baccalaureate Certificate in Magnetic Resonance Imaging in Radiologic Sciences

Graduate Council Resolution in support of RME Relocating the Physician Assistant Program from the College of Applied Sciences and Arts (CASA) to the School of Medicine (SOM)

Resolution Recommending Changes to Allow Acceptance of Unofficial Transcripts for Admission Purposes