

GRADUATE COUNCIL

Faculty Senate

MINUTES

Thursday, November 16, 2023, 2:30 PM

Graduate School Conference Room, RH 2215

PRESENT: Michael Hair (Chair), Soondo Kweon, Jerry Weinberg, Therese Dickman, Susan Morgan, Jill Smucker, Cinnamon VanPutte, Jim Monahan, Wai Cheah, Beidi Qiang, Gloria Sweida, Eric Wrobbel, Bernadette Sobczak, Michael Shaw, Cheryl Borowiak, Andrea Keller

ABSENT: Rahmat Ibrionke Salau

EXCUSED: David Cluphf, Carole Frick, Bhargav Patel

GUESTS:

The meeting was called to order at 2:31 p.m. by Michael Hair, Chair.

I. Announcements

A. Course Review Committee (CRC) Report – On SharePoint

- i. No new or modified course forms were approved in October 2023.

B. Graduate Committee on Assessment (CGOA) Report – On SharePoint

C. Enrollment Management Report

- i. Jim Monahan let the Council know that spring 2024 admittance levels are even with last year for both domestic and international students. Fall applications are up 23% with an increase in both international and domestic applications.
- ii. Jim reminded the group that the deadline for spring international student applications has passed. Domestic applications are open until 12/8.

D. Student Affairs Announcements -- Student Affairs was not represented in the meeting

E. International Affairs Announcements

- i. Cheryl Borowiak reminded the Council about International Week that was currently underway. She also let the Council know about the Global Zone training sessions International Affairs had recently hosted.

F. Graduate School Announcements

- i. Jerry Weinberg gave the Council an update on the search for an Associate Dean. He had decided to let the next Graduate School Dean choose the next permanent Associate Dean, as none of the candidates interviewed on campus had worked out. He is in the process of searching for an interim Associate Dean and received 13 emails from faculty members interested in the position. He and Susan Morgan are meeting with each candidate and then the candidates will meet with the Associate Dean's direct reports. He is hoping that someone will accept the position by the end of the month.

- ii. Jerry also let the Council know that John Caupert is leaving NCERC for another position. He is requesting a search waiver to name Dr. Yanhong Zhang, Director of Research as NCERC, as the interim NCERC director.
- iii. The Deans met with the Provost recently and she has approved the first round of TA and RA allotments for 24-25. There is a date set in spring for the second round of allotments. The schools/colleges would ask for additional TA's and RA's once fall undergraduate enrollment is firmer. Numbers for a reserve pool would also be discussed.
- iv. Jill Smucker let the Council know about the online writing modules the Graduate School has been developing in collaboration with IDLT. The writing modules are designed to enhance graduate student writing. She has sent an email out seeking feedback from faculty and students on the two modules that have been completed: Managing Large Writing Projects and Overcoming Challenges for Non-English Speakers. The email asking for feedback includes a survey for students and faculty to complete. Rather than having students attend a workshop, faculty could incorporate the modules into their current course work.
- v. Therese Dickman asked who had developed the modules and Jill responded that faculty and staff on campus had been hired to create the content.
- vi. Some Council members asked if the email with more details could be sent to them again and Jill responded that she would do that. She also let the Council know that the other two modules in development are Graduate-Level Core Competencies and Research Writing. It was asked if faculty members could have access to who completed the survey so they could give their students extra credit and Jill replied that she could do that.
- vii. Jerry Weinberg asked Andrea Keller to give the Council an update on Graduate School University Advancement activities. She reminded the Council about Giving Tuesday and encouraged participation from all faculty. Faculty were encouraged to reach out to their previous graduate students and to contribute ideas on increasing the graduate endowment. A council member asked if the Giving Tuesday flier had been shared on LinkedIn and Andrea replied that there would be a large push on social media as the event gets closer.

G. Other Announcements

- i. Therese Dickman let the Council know about the SIUE author collection the library is building. There is a form on the library web page for anyone that has a published work they would like to contribute. Volumes from SIUE authors are also being moved to the first floor of the library.

II. Approval of Minutes of October 19, 2023

- A. A Council member noticed that there was an incomplete sentence in the 10/19/23 minutes in the Enrollment Management Report section.
- B. Michael Shaw motioned to accept the minutes with the sentence corrected. The motion was approved. The corrected minutes have been uploaded to SharePoint.

III. Public Comments – None

IV. Report of the Educational and Research Policies (ERP) Committee

- A. Policy 5F6: Policy for Review of Centers and Institutes

- B. Policy 1E1: University Admission Policies
- C. Policy 1M2: Policy Governing Sponsored Projects
- D. Policy 1N1: Retention of Courses in Catalogs

Cinnamon VanPutte let the Council know that there had been revisions to policy 5F6 approved by Elza Ibroscheva. The policy passed with the changes. 1E1 and 1M2 both passed with changes. The changes suggested by faculty senate to policy 1N1: Retention of Courses in Catalogs was approved. Susan Morgan will contact Tim Kalinowski about the process of submitting the revised policy to the Provost's Office.

The Council accepted the ERP Committee report with no changes or opposition.

V. Report of the Programs Committee

- A. 91A: Art Therapy Counseling
- B. 91A: Social Work
- C. 91A: Instructional Technology – Educational Technology Specialization
- D. Removal of Standardized Test Requirement to 91A-EZ Form

Eric Wrobbel subbed for the Programs Committee chair, David Cluphf. He added clarification to Item D. There has been a national shift away from standardized testing towards more holistic admission requirements. The change is to facilitate that and make the removal of standardized test requirements from application requirements easier for graduate programs.

The three 91A forms had been approved. Art Therapy Counseling is reducing their program prerequisite hours, Social Work is changing their capstone course from a letter grade to a pass-fail grade, and IT is replacing two of their courses with new courses.

The Council accepted the Programs Committee report with no changes or opposition.

VI. Continuing Business

- A. Graduate Dean Evaluation: Documenting Process for Future Years
 - i. Michael Hair reminded the Council of the Graduate Dean Evaluation process that the Council had been reviewing. He had posted documents on SharePoint for the Council members to review. He gave the Council members an opportunity to offer feedback if the matter was not closed or there was a question that needed answered about the process. The materials will be available in SharePoint the next time an evaluation is needed.
- B. Update on APR/Dean of the Graduate School Job Posting & Search Committee
 - i. Michael Hair let the Council members know that potential search committee members had been identified from all of the schools except CAS, SEHNB, and the Library (someone from SOP is getting back to him). He asked if he should go ahead and follow-up with the Provost about Graduate Council's search

committee recommendations, and Jerry Weinberg replied that the Provost is still wrapping up the library dean search and that it would be best to wait. He was encouraged to get back with the Provost if he does not hear anything by the December Graduate Council meeting.

- ii. The Council members were encouraged to provide names of SEHHB, CAS, and Library volunteers in time for the December Graduate Council meeting.

VII. New Business

- A. Andrea Keller made sure the Council knew that Sara Colvin had been named the interim Vice Chancellor for University Advancement. The VC position had just been posted with a goal of filling it before March.
- B. The Student Affairs Vice Chancellor search has been re-started.

VIII. Adjournment

The meeting adjourned at 3:04 p.m.