

## GRADUATE COUNCIL

Faculty Senate

MINUTES

Thursday, September 19th, 2024, 2:30 PM

Graduate School Conference Room, RH 2215

PRESENT: Cinnamon VanPutte (Chair), Soondo Kweon, Therese Dickman, Liz Cali, Jill Smucker, Beidi Qiang, Gloria Sweida, Eric Wrobbel, Carole Frick, Bernadette Sobczak, Cheryl Borowiak, Bhargav Patel, Iyanuoluwa Fatunmbi, Ramana Madupalli, Adriana Martinez, Chin-Chuan Wei, Carrie Stewart

ABSENT: Andrea Keller, Rony Die

EXCUSED:

GUESTS: Denise Cobb

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

### I. Special Guest: Provost Cobb

Provost Cobb visited the Council to give them updates on the 2025 academic year. She started by thanking Liz Cali for her outstanding leadership as interim Graduate School Associate Dean and filling in with extra duties while the school is without an interim dean and associate provost for research. She also gave the Council an update on her search for an interim dean. She has been meeting with perspective candidates and is ready to make an offer soon.

The Provost gave council members insight into her perspective and the Chancellor's on the current enrollment numbers. The enrollment numbers for fall 2024 were not what they had hoped and the strategic plan has been updated as a result. She also gave the Council an update on the AVC for Enrollment Management search, which ties into increasing enrollment numbers. The search has been started again utilizing a search firm.

She also described some challenges with graduate student enrollment numbers. Total graduate student enrollment is down, however there is still a large base of international students. She explained how the onboarding process for international students has been updated to meet the needs of those students.

The Provost outlined challenges with Graduate and International Admission's Office processors due to significant increases in international applications. Since international student applications require a different kind of review than domestic applications, more support is needed to process applications in a timely manner.. Because of this, Graduate and International Admissions have received approval to hire a new processor.

Provost Cobb let the Council know that the graduate admission's application software Radius will no longer be used by the University soon. Since Radius will no longer exist the campus has

had to pivot quickly to a new platform, Slate. Slate will be used for all admissions applications, both undergraduate and graduate.

The Provost emphasized the importance of graduate student enrollment for University growth. Along with that though she wanted to make sure that graduate faculty do not align fewer TA positions with an inability to attract graduate students to their programs. She noted programs that draw graduate students who are interested in professional advancement as an example. She encouraged graduate faculty to think about ways a program could grow through means other than offering an assistantship.

Provost Cobb let the Council members know about how her relationship with the new Provost of SIUC has developed and how that relationship supports the co-op PhD programs. There is potential for more academic collaborations in the near future.

She encouraged Council members to attend the Chancellor's budget update on September 25<sup>th</sup> and gave a synopsis of what she thinks will be most important from the update.

The Provost gave the Council an update on the Graduate School Associate Provost for Research and Dean search. The search from the spring has been extended. The search committee has met once and already has a large pool of applicants.

Council members were invited to ask the Provost questions. A council member inquired about the status of raises for non-represented faculty and staff. A council member asked about the University's stance on accepting more co-op PhD students when a faculty member may not have capacity to advise a PhD student due to teaching loads. The Provost acknowledged that there have been challenges with the co-op PhD programs and she is open to discussions around these concerns. She mentioned her recent conversations with the SIUC Provost and how this could help strengthen the co-op PhD programs.

Provost Cobb left the meeting at 3:25.

## II. Announcements

- A. Course Review Committee (CRC) Report – On SharePoint
- B. Graduate Committee on Assessment (GCOA) Report – On SharePoint
- C. Enrollment Management Report
  - i. Carrie Stewart also reiterated that Graduate student enrollment is down slightly this year. Part of the decrease is because of low visa approvals which has resulted in many deferral requests. Enrollment numbers for spring 2025 could be higher because of this.
  - ii. Carrie wanted to let all the Council members know about the [virtual graduate school open houses](#) that are coming up October 3<sup>rd</sup>, 10<sup>th</sup>, and 17<sup>th</sup>. She encouraged all council members to make sure their program has a representative present. She also let the Council know that Graduate Admissions will be hosting pre-sessions with international attendees to try and address visa-related questions in advance.

D. Student Affairs Announcements – None

E. International Affairs Announcements

- i. Cheryl Borowiak let the Council know that their study abroad fair had went well. She also described the challenges of trying to manage a large volume of international students with limited staff. She let the Council know about how International Affairs has increased events for international students to help retain them on campus and how well received those events have been. Cheryl also notified the Council of International Education Week taking place from Nov 18 – Nov 22.

F. Graduate School Announcements

- i. Liz Cali reiterated what the Provost said about the Dean search. She also mentioned lower graduate student enrollment numbers and how this has triggered conversations about in-person recruitment events. An in-person open house may attract potential graduate students that are undergraduate students at SIUE.
- ii. Liz will be going to program chair meetings soon to let them know about open education resources, funding available for faculty members who publish materials that focus on education resources. She outlined the process for submitting materials for review and that one-time fees may qualify.
- iii. Liz also let the Council know about support for grant writing through Hanover Research Services. Those that are interested in a Hanover Research grant proposal review and/or revision will submit their proposal through Quali Build for the Graduate School to pass along to Hanover Research. Hanover Research will then review the proposal and make recommendations or revisions before the proposal is submitted. This is a pilot program with the Graduate School. A council member asked if it will be reviewed for content and Liz replied that Hanover Research will assign the proposal to an expert in the field related to the proposal pertains so there could be content recommendations, but the review may not include specific recommendations to each submitter's specific research. She also emphasized that this pilot is limited to grant submissions requesting federal funding and that the Graduate School wants feedback from the pilot program.
- iv. It was asked how early a proposal should be submitted for review by Hanover Research before it is submitted to Pre-Award and Liz replied that it should be done four weeks in advance of the Graduate School grant proposal routing deadline. She was also asked if there is a limit to submissions and she let the Council know that Hanover will review one submission at a time.
- v. Jill Smucker reminded the Council about The Graduate School Awards Reception on October 22<sup>nd</sup>. She also let the Council know about a new award that will be launched in November and awarded at the 2025 Awards Reception, the Graduate Faculty Mentor Award. The award application period launches in November and will stay open until March. The nominations for the award should come from graduate faculty members.

G. Other Announcements

- i. Therese Dickman let the Council know about Library Research Workshops on recognizing and avoiding plagiarism.

III. Approval of Minutes of May 2, 2024

Carole Frick motioned to approve the minutes. Eric Wrobbel seconded the motion. The motion carried.

IV. Public Comments – None

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

A. GR2425-01: Teaching Responsibilities Assigned to Graduate Students – Regular Review

Bhargav Patel let the council know that ERP had reviewed GR2425-01 and recommended no changes to it.

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

VI. Report of the Programs Committee

A. Educational Leadership 91As: Revisions to EdD Curriculum for General School Leadership & Superintendent tracks

Jill Smucker summarized the changes Educational Leadership was making with their 91A forms. Programs committee had approved the forms.

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

VII. Course Retention Recommendations from Grad Course Review Committee

Jill Smucker explained that Accounting would like to offer Accounting 567 in the spring.

The Council accepted the course retention recommendation with no changes or opposition.

VIII. Continuing Business

A. APR/Dean of the Graduate School Search Update

The search committee for the APR/Dean of the Graduate School position has received 64 applications so far and has met once. They are meeting again Monday and will be deciding on their candidate evaluation rubric next.

B. Elect Graduate Council Chair-Elect

Gloria Sweida was nominated and accepted to serve as the Graduate Council Chair-Elect.

C. Volunteer for Open Meetings Act Representative

Ramana Madupalli volunteered to be the open meetings act representative.

IX. New Business

A. Export Control Policy

Liz Cali wanted to make sure the Council was aware of a new International Travel policy coming from Export Control due to federal regulation. These changes will impact faculty travelling abroad on University business so it is important that all council members review the policy before it is approved by Graduate Council. The policy will be reviewed by ERP on October 10 and will be sent to Graduate Council for review on October 17 t. Export Control intends to put it before the Board of Trustees in December.

X. Adjournment

Ramana Madupalli motioned to adjourn the meeting at 4:03 PM. Gloria Sweida seconded the motion. The motion carried.