

FACULTY SENATE MEETING
Mississippi/Illinois Room, Morris University Center
February 1, 2024 – 2:30pm
APPROVED MINUTES

The regular meeting of the Faculty Senate was called to order at 2:30 pm on Thursday, February 1, 2024 in the Mississippi/Illinois Room by President Barb McCracken.

Present: Barb McCracken, Marcus Agustin, Jerrica Ampadu, Undrah Baasanjav, Leah Baecht, Wai Cheah, David Cluphf, Theresa Comstock, Ivy Cooper, Igor Crk, Stephen Duda, Jennifer Erwin, Carole Frick, Mitchell Haas, Michael Hair, Tim Kalinowski, Marie Klopfenstein, Susan Kooiman, Erik Krag, Joshua Kryah, Soondo Kweon, Jill LaFreniere, Yuliang Liu, Mary Macharia, Adriana Martinez, Shannon McCarragher, Lynne Miller, Shadrack Msengi, Jodi Patton-Jordan, Mary Anne Pettit, Anne Powell, Beidi Qiang, Catherine Santanello, Nicola Schmidt, Johanna Schmidt, Kamran Shavezipur, Michael Shaw, Chrissy Simmons, J.T. Snipes, Bernadette Sobczak, Jason Stacy, Jason Swagler, Gloria Sweida, Ralph Tayeh, Melissa Thomeczek, Kevin Tucker, Cinnamon VanPutte, Carrie Vogler, Andrew Wesemann, Susan Wiediger (ex officio), Amy Winn, Duff Wrobbel, Jie Ying, Xudong Yu

Absent: Jingyi Jia, Joaquin Florido Berrocal, Robert Bitter, Bob Blackwell, Alicia Cantebury, Chaya Gopalan, Katie Hanser, Keith Hecht, Stephen Kerber (ex officio), Bhargav Patel, Suranjan Weeraratne

Guests: Denise Cobb, Eric Ruckh

Consideration of Minutes:

The December 7, 2023, minutes were approved as amended (remove former Faculty Senator member Debbie Sellnow-Richmond from the absent list).

Public Comment:

None.

Guest:

Provost Cobb presented for 15 minutes. As she would like more frequent check-ins with Faculty Senate, she will be attending the Spring 2024 meetings and present at the beginning of each meeting. Provost Cobb provided a confidential update regarding Fall to Spring enrollment; our efforts are starting to pay off. Provost Cobb also talked about the national update for FAFSA, which is being delayed. Internally, we are looking at extending the Fall 2024 application deadline if the FAFSA continues to be delayed. Last night, KMOV spotlighted SIUE and our commitment for Illinois residents and the newly announced SIUE GO for Missouri residents; the story was positive. Finally, Sally Boutelle is working on an update to the DFW dashboards.

Announcements:

The Continuous Improvement Conference will be held tomorrow at 8 am in the MUC Mississippi/Illinois Room.

Action Items:

Vote on Operating Papers for Budget, Finance, and Operations Council – motion made by Kamran Shavezipur, seconded by Amy Winn. Approved by acclamation with two abstentions.

First read – SET policy revisions – Amy Winn provided some details on the updates to the SET policy. We will have a second read and vote at the February 29 Faculty Senate meeting.

New Business

Faculty Senate President-Elect Elections – we will vote on President-Elect at our next meeting. McCracken opened the floor for people who are interested in running. Wai Cheah volunteered to be considered.

Volunteers for UPBC – please contact a member of Faculty Senate Executive Committee if you would like to volunteer to be considered for UPBC Chair or if you have anyone you'd like to nominate.

Reports from Standing Committees:

IBHE Faculty Advisory Council: see attached report.

Reports from Council Chairs:

Graduate Council: see attached report.

Rules & Procedures Council: see attached report.

Adjournment:

The meeting adjourned at 3:13 pm.

Submitted by Michael Tadlock-Jackson, University Governance

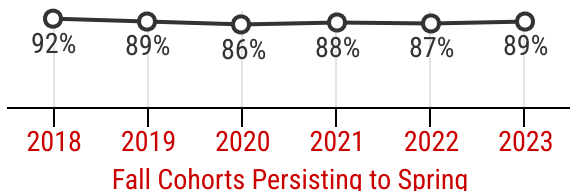
SOUTHERN ILLINOIS UNIVERSITY EDWARDSVILLE PERSISTENCE AND STUDENT SUCCESS

FALL 2023 COHORT

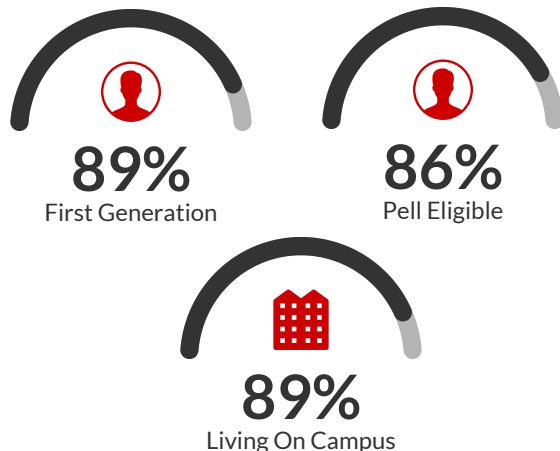
Full-Time Freshman Persistence

89%

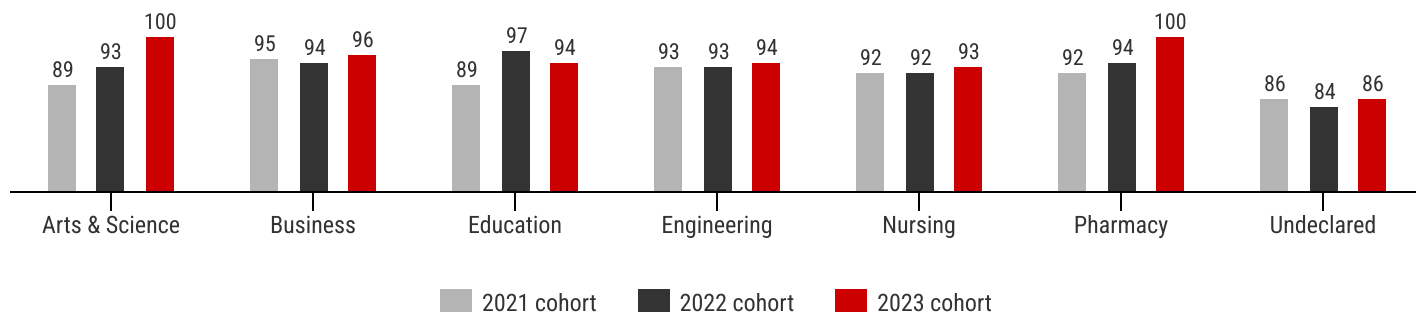
Fall 2023 FTFR PERSISTENCE RATE



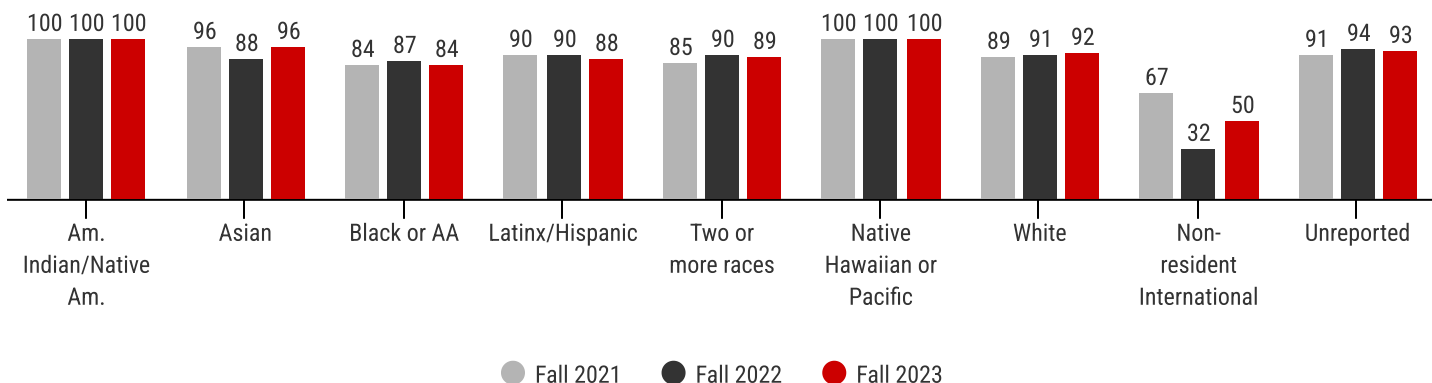
Student Persistence Categories



Percent Cohort Persistence by School Fall 2021-2023



Percent Cohort Persistence by Race/Ethnicity Fall 2021-2023



FTFR 2023 Domestic Student Persistence = 90%

**SOUTHERN ILLINOIS UNIVERSITY
EDWARDSVILLE**

High Enrollment Courses with 25%+ DFW -- Fall 2023

Course ID	DFW Grades	Total Grades	% of Total	% of African Americans receiving DFW	% of Pell eligible receiving DFW
MATH 120 I	108	178	60.7%	64.4%	58.8%
MATH 125	103	211	48.8%	58.3%	58.0%
MATH 150	98	202	48.5%	64.7%	50.0%
BIOL 240 A	52	141	36.9%	52.2%	52.0%
MATH 120 E	64	180	35.6%	70.6%	44.8%
MATH 120	68	192	35.4%	58.3%	40.6%
ECON 112	95	271	35.1%	61.1%	37.8%
BIOL 140	128	385	33.2%	56.0%	19.2%
QR 101	167	547	30.5%	48.5%	38.1%
ACCT 200	70	236	29.7%	53.3%	37.8%
CS 140	49	172	28.5%	55.6%	42.6%
ECON 111	89	327	27.2%	28.1%	34.5%
CHEM 121A	65	240	27.1%	38.5%	42.9%
CHEM 241A	49	184	26.6%	50%	38.3%
BIOL 111	68	259	26.3%	38.8%	18.7%

High Enrollment Courses with 25%+ DFW -- Spring 2023

Course ID	DFW Grades	Total Grades	% of Total	% of African Americans receiving DFW	% of Pell eligible receiving DFW
MATH 120 I	102	151	67.5%	78.7%	75.0%
MATH 150	88	159	55.3%	69.2%	72.1%
MATH 120 E	57	122	46.7%	54.5%	59.1%
MATH 125	110	236	46.6%	62.5%	56.5%
MATH 120	44	99	44.4%	75.0%	46.8%
CS 140	68	180	37.8%	61.5%	42.1%
STAT 380	48	134	35.8%	83.3%	43.3%
MATH 152	56	163	34.4%	20%	47.2%
ECON 112	89	268	33.2%	61.1%	37.8%
QR 101	155	502	30.9%	49.5%	40.8%
CMIS 108	70	238	29.4%	47.5%	29.9%
BIOL 240A	76	260	29.2%	54.0%	45.5%
SOC 111	75	265	28.3%	38.8%	31.6%

Amend the current (including any changes passed by the Faculty Senate that are pending administrative approval) Faculty Senate By-laws to have Budget, Finance, & Academic Operations Council rather than University Budget, and Operations Council or University, Budget, & Operations Council as follows:

V. Councils

A. The Faculty Senate shall establish the following standing Councils:

1. Undergraduate Curriculum Council
2. Faculty Development Council
3. Rules and Procedures Council
4. Welfare and Governance Council
5. ~~University~~ Budget, Finance, ~~and~~ & Academic Operations Council
6. Graduate Council, as described in Article V, Section C of the Faculty Senate Constitution.

I. Additional functions and responsibilities of the Faculty Senate Councils and Standing Committees are as follows:

5. ~~University~~ Budget, Finance, & Academic Operations Council

- A. Functions: The ~~University~~ Budget, Finance, & Academic Operations Council is responsible to the Faculty Senate for all matters relating to faculty participation in university budgeting, for liaising with Staff Senate, for attention to sustainability, for providing oversight on academic matters relating to the academic calendar, counseling, technology, and support services.

Clean Copy:

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Budget, Finance, & Academic Operations Council Operating Papers

I. The Charge

In the spirit of shared governance, the role of the Budget, Finance & Academic Operations (BFAO) Council is to help ensure that academic concerns of all university constituents are the central focus of SIUE as implemented in the University's budget. The BFAO is tasked with the following activities to achieve its goals:

- A. The BFAO council shall advise the Faculty Senate and communicate with the administration on budgetary matters which affect the University's academic plans and strategic plan, the financial feasibility of the University budget to achieve the goals related to the academic programs, and their effect on the operating budget, capital requirements, and financial health of the University that affects students, faculty, and staff.
- B. The BFAO council shall advise the faculty senate and communicate with the administration on the university's academic operations (such as classrooms, labs, technologies used in academic units, etc.) which have an impact on students' success and faculty performance.
- C. The BFAO council shall advise and provide support to the Faculty Senate representative(s) on University Planning and Budget Council (UPBC.)
- D. Issues and subjects covered by collective bargaining are beyond the scope of this council.

II. Membership

- A. The membership of the Budget, Finance & Academic Operations Council shall be determined by the Executive Committee of the Faculty Senate, who shall assign the members. At least two of the faculty senators appointed to BFAO shall be senators assigned to the UPBC. The Chairperson may appoint, with the approval of the majority of the Council, members from other constituency groups. These representatives shall also be voting members so long as a majority of voting members are Faculty Senators.
- B. Terms of office shall be for one year, annual appointment being made by the Executive Committee with due regard to continuity.

- C. The council shall have two non-voting ex-officio members: one representative from Institutional Research and one representative from Academic Affairs, assigned by the Provost.

III. Officers

- A. Members of BFAO council will recommend the name of the council chair to the Faculty Senate president. The chair of the council for each year shall be appointed in accordance with the Faculty Senate governing documents. The Chair of the Council is a member of the Faculty Senate Executive Committee and will represent the work of BFAO council in that committee.
- B. The secretarial work of the Council shall be the responsibility of the Chairperson, to be delegated with the approval of the majority of the Council.

IV. Powers and Functions

The powers and functions of the Council are those established by the Constitution and Bylaws of the Faculty Senate and Section I of these operating papers.

V. Meetings

A. Calling of Meetings

The Chairperson of the Budget, Finance & Academic Operations Council shall call the meetings as needed.

B. The Conduct of Meetings

1. The Chair of the Budget, Finance & Academic Operations Council shall preside.
2. In the absence of the Chair of the Budget, Finance & Academic Operations Council, the Vice-Chair shall preside.
3. At least half of the BFAO Council membership shall constitute a quorum.
4. In accordance with the Illinois Open Meetings Act, the public is allowed to comment at meetings of the BFAO. A maximum of five minutes per person will be allotted for each individual speaker, and a maximum of 20 minutes per meeting will be allotted for public comment at the beginning of the meeting.
5. Upon a majority vote of a quorum present, Budget, Finance & Academic Operations Council may vote to go into closed session. All meetings, however, must be conducted in accordance with the Illinois Open Meetings Act. Final action can be taken only in open meetings.

VI. Committees

The council shall generally function as a committee of the whole, and standing committees shall only be appointed for tasks that will be repeated from term-to-term or that will span multiple Senate terms.

VII. Officers and Membership

The Vice-Chair is to be selected by the Council Members at the first Fall Council meeting.

VIII. Ad Hoc Committees

The Council Chairperson shall appoint Ad Hoc committees as the need arises. Appointment of chairpersons and members must be confirmed by the Budget, Finance, & Academic Operations Council.

IX. Reports

The Budget, Finance & Academic Operations Council shall file an annual report to the Faculty Senate at the end of each academic year.

X. Amendments

These Operating Papers may be amended by a two-thirds vote of the Council members present provided that previous notice of the text of the amendment has been circulated to all members at least one week prior to the meeting at which it is considered, and provided that the Faculty Senate approves.

IBHE-FAC report for the SIUE Faculty Senate meeting on 1 February 2024

The FAC has met twice since the last Faculty Senate meeting.

The IBHE-FAC met on 15 December 2023 via Zoom.

FAC President Shawn Schumacher suggested we consider a new working group to focus on relationships with other groups, e.g. the Illinois Council of University Senates group; *FAC Vice-President Linda Saborio* reviewed the schedule of upcoming meetings including starting to consider hosts for next academic year. *Mike Philips, FAC Legislative Liaison* encouraged people to find out who their representatives are using <https://www.ilga.gov/> and the “Find my Elected Officials” link at <https://www.elections.il.gov/Default.aspx>.

Jill Gepke (IBHE) said that IBHE is working on the Academic Program Effectiveness and Efficiency Report (APEER), which was previously known as the Low Producing Program Report, and is mandated by legislation. They are moving away from the language of low performance to efficiency, and are adding a regional look at offerings. Jill also stated that the Illinois State Police is looking for partnerships with Illinois universities that are willing to award academic credit for State Police Academy completion. *Nkechi Onwaumeze (IBHE)* talked about reports related to student transcript policies. *Jen Delaney (faculty representative to the IBHE for one more month)* talked about the funding commission and MAP funding. In addition, she discussed that beyond recruiting diverse faculty, retention is also an issue; her public comments on these topics are available via the funding commissions website. The FAC and Jen discussed the process for nominating faculty for her seat.

Dr. Glenda Gallisath, Senior Associate Director for Talent and Workforce Development, IBHE, presented to the FAC about “The Illinois Behavioral Health Workforce Center: Educational Pipelines, Pathways, and Partnerships” Glenda started at the IBHE in September. The [Illinois Behavioral Health Workforce Center \(BHWC\)](#) hub institution is SIU-School of Medicine, with University of Illinois – Chicago being the secondary hub. The focus is on state-wide behavioral health workforce needs and impact, with deliverables in the five areas of Policy, Pathways, Data, Retention and professional Development, and Infrastructure. Behavioral health has a more linear career pathway, and additional entry points need to be defined to offer more options. Need to track psychology majors’ career pathways. Talking about these topics touches on many majors and levels of education, so getting more institutions involved is a goal.

Dr. Gallisath also presented on “An Update on the Mental Health Early Action on Campus Act: Technical Assistance Center”, required by the Mental Health Early Action on Campus Act (effective 2020) and finally being created. This center is not for direct individual student support, but for institutions to help improve the support they are providing.

Dr. Ray Schroeder, Senior Fellow, UPCEA, and Professor Emeritus, UIS; and Katherine Kerpan, Project Manager, Loyola University-Chicago presented “Preparing for the

Unanticipated: AI Applications in Higher Education”. The presentation and full details are available at See presentation and details at <https://sites.google.com/view/unanticipated/home>; some key features are to use multiple bots and request inclusion of URLs for sources used when you pose a query. There was extensive discussion of limitations as well as possibilities. Some companies are making specific requests related to AI, e.g. asking applicants to include portfolios of AI prompts developed in college. There are whole courses being set up with AI guidance and tutoring. There are concerns about AI reflecting the errors and biases of the material that it is trained with.

In the public caucus, there was some discussion about subtle ways in which faculty workload is changing – for example, if courses are more carefully right-sized with fewer sections, faculty are likely to have more preps; more work to track and monitor students leads to more surveys and interventions, etc. Working groups reported on progress.

The IBHE-FAC met on 19 January 2024 at Kishwaukee College in Malta with a limited Zoom option.

Dr. Laurie Borowicz President, Kishwaukee College, welcomed the FAC and talked about Kishwaukee being a majority minority institution for the first time in their history. They are moving toward a textbook rental model and are still 50% online, as that is a balance that seems to be keeping students enrolled. *Barbara Leach, Vice President of Instruction, Kishwaukee College*, talked about some faculty focused initiatives. They have been working to rebuild shared governance, which was damaged during Covid due to the need for quick decisions. There is also a lot of faculty work involved in making textbook selections and working to keep the textbook rental fee (\$10 per credit hour) reasonable. They are clearing excess courses from the catalog and implementing Quality Matters to improve online instruction. They have been adding more 8-week courses, since students get tired and drop out around week 10, and with cyclical rotations of courses this can lead to a year delay and possibly not continuing their program. They are even considering going to all 8-week courses, with perhaps limited exceptions. They see positive responses from dual credit partners as well, since the 8-week cycle works well with sports and student energy.

President Shawn Schumacher talked about the recent IBHE meeting and the open faculty seat on the IBHE. *Mike Philips, FAC Legislative Liaison* said he has been at endorsements sessions lately and when he asks about biggest higher education concerns the answers have been underfunded higher ed and the need to reduce student costs. *Dan Hrozcencik* said that the funding commission report is now scheduled for February 1, and its possible there will be no public comment prior to it being voted on at the full meeting of the commission.

Daniel Abankwe (IBHE) said that Diversifying Future Faculty applications open in January. 103 fellows were funded last year, so encourage people to apply. The IBHE is requesting an increase in higher ed funding, particularly MAP funds; IBHE Executive Director Ginger Ostro’s budget report is on the IBHE website.

Dr. Nicole Potts, Associate Professor of Chemistry, Kishwaukee College. explained the “SLOTT: Student Learning Outcomes Tracing Tool” that has been developed at Kishwaukee to allow evaluation of all levels of SLOs, from more than 5000 at the course level, through programs, to the four institutional goals of critical thinking, communicative, creative, and cultural competencies. (*Journal of Excellence in Global Leadership*, 1(1), 4-21) They are finding the system to be easier to use and more powerful than the combination of commercial packages they had been using for assessment.

Guest Panel Presentation: Illinois Association for College Admission Counseling (IACAC);

Angie Cooksy, IACAC President-Elect and Interim Associate Vice Chancellor for Enrollment Management, Southern Illinois University Edwardsville; Brian Hodges, IACAC Past-President and Senior Associate Director of Recruitment and Outreach, University of Illinois Urbana Champaign; Eric Ruiz, IACAC Treasurer Cycle (2018-2022) Vice President of Admissions and Enrollment Services, University of St. Francis; and Erin Updegraff, IACAC Treasurer Cycle (2019 – 2023) Executive Director First-year Recruitment and Admissions, DePaul University

The panel discussed the various seasons of recruiting and associated travel, such as summer focused on high school seniors and spring focused on juniors and admitted students. Some schools purchase lists of students from various companies (e.g. College Board) based on the types of students that are being sought, but there is also a lot of contacts and visits to reach out broadly. Social media is also a major area of investment. There are differences between types of marketing within universities – brand marketing and alumni marketing is different from enrollment marketing, and there can be a lot of different social media voices.

Schools might coordinate recruiting with other similar schools (e.g. big Catholic institutions, Big Ten schools) but there is not an overall “come to Illinois” theme. Schools might be competing but they are a different fit for different students.

There are technology issues – carefully considering how AI might affect essays, but more focused on tracking “touches” and contacts with software such as [slate](#). There is also a lot of predictive modeling to understand who enrolls based on the factors identified by the school (e.g. impact of virtual or face-to-face events).

Each panelist gave a final thought that they would like faculty to know:

- Once students are admitted, they want to hear from faculty, not admissions – this would help with yield, and could help reduce “summer melt”, but would be more work for faculty.
- Need input from faculty about their programs – how can information that helps with recruiting be found?
- A common analogy for recruiting is a funnel – but more students at the top does not always change the number that actually enroll at the university. A shift in analogy would be to think about an hourglass – the waist is current enrollment, but that expands back out into alumni that turns over and feeds into applications.
- Recruiting starts years before students show up, so two to three years of lead time about decisions to create or eliminate programs is needed.

During new business, there was discussion of some proposed Illinois State Board of Education (ISBE) legislation regarding offering four year teacher education programs at two-year colleges. No official legislation has been filed yet, but there are concerns: setting a double standard for two-year and four-year schools; overburdening two-year institutions; potentially ignoring existing programs such as 2+2 initiatives, online programs, and the [Early Childhood Access Consortium for Equity](#). There are other barriers to being a teacher besides access to a bachelors degree, such as costs of exams and endorsements, lack of interest in areas of high needs, the career commitment, and the context of teaching.

Caucuses and working groups met. All caucuses discussed the question of whether universities had a single point of contact for students with major health issues or emergencies. Some institutions have central points of notification. Some have policies and/or procedures. Accommodating the situation is still generally up to the faculty.

Working groups reported: *Equity* is going to work on living document gathering DEI teaching tools. *Early College/Dual Credit* is looking at reaching out to leading dual credit scholars, and pointed out that SB2838, which amends the Dual Credit Quality Act to provide for scholarships for high school teacher to get their maters, provided they teach one dual credit course per year for five years. *Technology and Higher Education* is working on a pros & cons document. *Higher Education Funding* reported that a key item from recent funding commission and technical working group meetings is that reaching the proposed level of adequacy would require doubling current higher education funding, which is not attainable in one year. Accountability issues may be delayed until a certain percentage of adequacy funding is reached. There is some pushback about how endowments are factored in to school contribution.

The next IBHE-FAC meeting will be February 16th, at Northern Illinois University in DeKalb.

With regards, Susan D. Wiediger, representative for SIUE to the IBHE-FAC. For more information about any of these items, please contact me via email at swiedig@siue.edu.

Note that the current term on the FAC ends after the 2023-2024 academic year. Anyone interested in serving as the SIUE representative might think about whether this fits with their teaching schedule and discuss the commitment with Sue or with Shelly Goebel-Parker, egoeblp@siue.edu, SIUE's alternate representative.

Report of the Graduate Council to Faculty Senate (2/1/24)

The Council had its fourth meeting on December 14, 2023.

- GCOA accepted assessment plans from Math and School Psychology, with suggestions
- GCRC approved:
 - New course CE 576 (Traffic Signals)
 - Retention, under Policy 1N1, of the following:
 - ECE 582
 - IE 530
 - IE 463
 - IE 458
 - ECON 428
- Programs Committee approved the following:
 - Form 91A: Integrative Studies— reduce the hours for Marketing & PR and Environmental Management Post-Baccalaureate Certificates, bringing them in line with similar programs.
 - Interim Program Review: Healthcare Informatics
- Education and Research Policies Committee approved the following:
 - Graduate School Operating Papers—no fundamental changes to operating procedures, just titles to names, titles, and language.
 - Graduate Council Operating Papers— no fundamental changes to operating procedures, just titles to names, titles, and language.
 - **See Appendix for tracked changes versions.**
- Graduate School Announcements
 - Dr. Elizabeth Cali (English) was appointed Interim Associate Dean of the Graduate School
 - An initiative by the Graduate School requested feedback from students about graduate faculty, yielding about 40 positive responses.
 - Dr. Yanhong Zhang was appointed Interim Director of NCERC.
- Graduate Council donated \$340 for Giving Tuesday.
- The names of seven search committee volunteers, along with a draft job posting, were sent to the Provost to assist with the Associate Provost for Research / Graduate School Dean search.

APPENDIX

Regular review. Updates to align with changes to graduate faculty policy and corrections to include APR title and dean selection policy.

Graduate School Operating Papers

I. Purpose and Functions of the Graduate School

1. The Graduate School is the central agency for organizing and supervising the graduate instructional program and for developing that program toward the highest level of excellence.
2. The Graduate School is also the central agency for facilitating, encouraging, and coordinating the research effort and for developing that effort toward the highest level of excellence.
3. The Graduate School has a primary concern with meshing graduate instruction and research into mutually supporting programs and also with integrating both programs into a total effort.

II. Relation of the Graduate School to Other Agencies

1. The Graduate School serves the Edwardsville Campus of Southern Illinois University. The Graduate School falls within the administrative jurisdiction of the Provost and Vice Chancellor for Academic Affairs.
2. The Graduate School is the central coordinating agency for the graduate and research programs of the campus.
 - A. Because this is essentially a joint effort, there are close working relationships between the Graduate School, the faculty, and other academic units.
 - B. The Graduate Faculty is organized as a single faculty whose members are also members of the faculties of the various academic units of the campus.
 - C. The Graduate Dean is in ~~constant~~ working contact with the chairpersons, deans, and other administrative officers of the campus.
 - a. In a mutually supporting relationship, the Graduate Dean must depend upon the academic units to recruit, retain, and effectively utilize the faculty members who become the Graduate Faculty, and to develop strong course offerings.
 - b. The Graduate Dean in turn has responsibility for coordinating, encouraging, and stimulating the graduate and research efforts originating in other academic units.

III. Organization for the Formulation of Policy – The Graduate Faculty

1. ~~The Graduate Faculty shall consist of Graduate I and Graduate II members. S~~ status may be accorded upon the recommendation of the graduate faculty of the appropriate department or equivalent academic unit to the Graduate Dean, whose decision will be based upon approved criteria as outlined in the policy Graduate Faculty Status.
 - ~~A. Graduate I Membership. Graduate I faculty may teach graduate courses, serve on graduate committees, direct masters theses and chair masters committees. Admission to this category shall be based on the following criteria:~~
 - ~~a. possession of the appropriate terminal degree~~
 - ~~b. demonstrated competence in research, teaching, or other activity appropriate to the faculty member's special field.~~
 - ~~B. Graduate II Membership. Graduate II faculty may perform Graduate I functions and shall be authorized to direct doctoral dissertations and to chair doctoral committees. Admission to this category shall be based on the following criteria:~~
 - ~~a. experience in Graduate I functions in addition to teaching of graduate courses at Southern Illinois University Edwardsville or other institutions;~~

Regular review. Updates to align with changes to graduate faculty policy and corrections to include APR title and dean selection policy.

- ~~b. scholarly accomplishment as evidenced by at least one of the following:
 - ~~i. publications of a book or books recognized by colleagues as evidence of scholarly work~~
 - ~~ii. publication of articles in recognized scholarly journals~~
 - ~~iii. contributions other than books or articles in fields such as music, theater, dance, or art that traditionally accept performances, exhibitions, and the like as evidence of academic achievement when supported by proof of experience with the formal presentation of research findings (in the form of a thesis or dissertation, reports, manuscripts, etc.).~~~~
- ~~C. The Graduate Dean shall administer departmental requests for exceptions through an advisory graduate committee.~~

2. Graduate Faculty Status for Visiting Faculty Appointees
 - A. Visiting faculty with appointments of a minimum of two consecutive semesters may be accorded Graduate Faculty status in accordance with the policies followed in granting such status to faculty members on continuing appointments.
 - B. As a general rule, such appointees, if granted Graduate Faculty status, should not be assigned to graduate student advisory committees if it is anticipated that the duties of the committee in question will extend beyond the time of the visiting faculty member's appointment.
3. Powers of the Graduate Faculty
 - A. The Graduate Faculty is empowered to determine academic policy on all matters having to do with the graduate program, except as authority is otherwise assigned by the Statutes of the Board of Trustees, or as its autonomy is limited by correct academic and administrative relations with other units of the University.
 - B. Academic responsibility for graduate standards, for recommending establishment of new graduate programs, and for graduate degree requirements rests with the Graduate Faculty.
 - C. The Graduate Faculty may delegate its powers to the Graduate Council, reserving the following rights:
 - a. to nominate and elect members to the Graduate Council
 - b. to refer agenda items and issues to the Graduate Council
 - c. to review and reverse Graduate Council actions
 - d. to meet on call.

IV. **Organization for the Administration of Policy – The Graduate Dean and Associate Provost for Research**

1. **Selection and Appointment**

See Policy 2B1 Procedures for Dean Selection.

- ~~A. In case of a vacancy in the Graduate Deanship, the Graduate Council shall elect an ad hoc committee that will assist and advise the Provost and Vice Chancellor for Academic Affairs in filling the vacancy.~~
- ~~B. The ad hoc committee will work with the Provost and Vice Chancellor for Academic Affairs in such a manner as may be helpful, significant, and a meaningful reflection of the joint concern of faculty and administration.~~
- ~~C. The recommendation to the Chancellor will be made by the Provost and Vice Chancellor for Academic Affairs and will be acted upon in accordance with established administrative procedures.~~

Regular review. Updates to align with changes to graduate faculty policy and corrections to include APR title and dean selection policy.

2. Powers and Responsibilities

- A. The Graduate Dean and Associate Provost for Research as the executive officer of the Graduate Council carries out established policy and also exercises leadership in the development of graduate education and research and creative activities.
- B. The Graduate Dean and Associate Provost for Research as administrative head of the Graduate School has all powers and responsibilities appropriate to that role and is accountable to the Provost and Vice Chancellor for Academic Affairs.

3. Functions and Duties

Illustrative of the specific functions and duties of the Graduate Dean are the following:

- recommending new policies or modifications of existing policies to the Graduate Council
- working with the Graduate Council in assembling the factual bases and acquiring the perspectives necessary for effective policy formulation
- exercising continuing efforts to maintain and improve overall educational standards in cooperation with the Graduate Council and the faculties and administrations of all academic units involved in the graduate program.
- acting, in accordance with Graduate Council policy and upon recommendation by the relevant administrative officer of the academic unit involved, upon such matters as applications for student admission or reinstatement, the awarding of degrees, and petitions for waiver of or exception to Graduate School rules and regulations
- acting, in accordance with Graduate Council policy and upon recommendation by the relevant administrative officer of the academic unit involved, upon such matters as approval of new graduate courses, appointment of graduate advisors and advisory committees, appointments to the Graduate Faculty, and determination of eligibility of Graduate Faculty members for service on or chairperson of doctoral committees
- allocating and assuming budgetary responsibility for such graduate awards as ~~fellowships and nonteaching assistantships~~ the Competitive Graduate Award
- participating with deans in the allocation of such other graduate awards as regular teaching assistantships
- approving faculty research projects and extending such support as may be appropriate and feasible, upon recommendation by an appropriate review committee, and in accordance with Graduate Council policy
- supervising negotiation of research grants from governmental agencies, foundations, industry, or other outside sources, and assuming appropriate administrative responsibility for the resulting projects
- coordinating the research activities and graduate programs with the total educational effort of the University
- maintaining all necessary records concerning students, the Graduate Faculty, the Graduate Council, research activities, and other matters of importance
- working with the other deans and relevant administrative officers in regard to any appointments, promotions, or granting of tenure that may involve members or prospective members of the Graduate Faculty, and making appropriate recommendations on these matters to the Provost and Vice Chancellor for Academic Affairs

Regular review. Updates to align with changes to graduate faculty policy and corrections to include APR title and dean selection policy.

- representing the Graduate School in dealings with other universities, professional associations, funding agencies, or other persons and bodies outside the University.

Last approved by the Graduate Council: April 16, 2020

General updates and revisions.

Graduate Council Operating Papers

These operating papers implement the Bylaws and Statutes of the Board of Trustees of Southern Illinois University and are drawn up in specific accord with these Bylaws and Statutes.

The Statutes of the Board of Trustees vest in the Graduate Faculty the responsibility for academic policy in Graduate School programming. This responsibility is delegated to members of the Graduate Council who have been elected to that body. ~~Further responsibilities of the Graduate Council for transmittal of policies and other matters can be found in a Memorandum of Agreement between the Graduate Council and the Senate, dated April 30, 1975 (University Policy 1L11: Procedures for Graduate Program and Policy Recommendations). These responsibilities are also noted below under "Powers and Functions."~~

Commented [MS1]: Policy rescinded in 2019

I. Membership

A. Composition

1. Four members of the graduate faculty shall be elected by the graduate faculty from within the College of Arts and Sciences; one member of the graduate faculty shall be elected by graduate faculty from within each of the following six schools: Business, Dental Medicine, Education, Engineering, Nursing, and Pharmacy.
2. Two members of the graduate faculty shall be elected at large by the graduate faculty.
3. All twelve elected faculty members will have concurrent appointments on the Faculty Senate as a direct result of their election to the Graduate Council.
4. Two graduate students shall be selected by the Student Senate.
5. The Dean of the Graduate School, the Dean of ~~Lovejoy Library and Information Services~~, the Assistant Vice Chancellor for Enrollment Management, ~~the Vice Chancellor for Student Affairs, the Vice Chancellor for Advancement, the Vice Chancellor for Equity, Diversity, and Inclusion,~~ and the Executive Director of International ~~Programs Affairs, or their designee~~ shall be non-voting ex officio members.
- ~~5.6. The Graduate Council may invite other University personnel to make announcements regularly at meetings.~~

B. Proxies

1. A proxy for a member who represents a unit is a member of the graduate faculty from the same academic unit. At-large Graduate Council members may choose a proxy from any academic unit. Student Graduate Council members may choose a proxy from the ~~graduate student~~ membership of the Student Senate.
2. A Graduate Council member unable to attend a Graduate Council meeting or Faculty Senate meeting may elect to send a proxy, who would then vote on their own behalf.
3. A proxy shall have the same powers and duties as a Council member when attending Council meetings in that member's stead.

C. Term of Office

1. Graduate Council faculty members shall be elected to three-year terms; and be eligible to serve for no more than two consecutive three-year terms.

General updates and revisions.

2. Student members shall be selected for one-year terms and shall be eligible for reappointment for two additional terms.
 3. Terms of office shall begin at the first Council meeting of the Fall Semester.
 4. The Graduate Council shall be empowered to determine whether a vacancy exists in its membership. Removals for cause shall be in accord with the Constitution of the Faculty Senate.
 5. If a vacancy of one or more academic term occurs in the elected Graduate Faculty membership, the person who had received the next largest highest number of votes for the position shall serve as the alternate and replace the original member until the return of the original member or the expiration of their original term.
 6. If a vacancy occurs in student membership, it shall be filled by the Student Senate.
- D. Nomination and Election of Members of the Graduate Council
1. Election of School and College members
 - a) Each school and college shall nominate and elect from among its graduate faculty the specified number of members in I.A. to the Graduate Council and provide the names to the Graduate School administrative support for the Graduate Council, Faculty Senate administrative support, and the Faculty Senate Rules and Procedures Council.
 - b) Self nominations are allowed.
 - c) If a faculty member is elected as both an academic unit representative and member at large, the individual shall choose which position he or she prefers, and the person with the next highest number of votes for the position that is declined shall replace the double elected individual in that position.
 2. Election of at large members
 - a) The Rules and Procedures Council of the Faculty Senate shall run the nomination and election process for at-large members.
 - b) Self nominations are allowed.
 - c) Each member of the Graduate Faculty of the University shall receive an electronic or paper ballot listing the candidates for the two members-at-large positions.
 - d) Each Graduate Faculty member shall cast a vote for the appropriate number (no more than two) of the candidates for the members-at-large positions.
 - e) The Chair of the Rules and Procedures Council shall provide the name(s) of the elected member(s) and alternate(s) to the Graduate School administrative support for the Graduate Council.
 3. Supervision and time of balloting

General updates and revisions.

- a) Nominations and elections of members shall be held annually in the Spring Semester at a time set by the Chairperson of the Rules and Procedures Council of the Faculty Senate in consultation with the Chair of the Graduate Council.
- b) The Graduate School administrative support for the Graduate Council shall compile a list of eligible faculty voters when requested. The Election Committee of the Rules and Procedures Council of the Faculty Senate shall solicit nominations, distribute final ballots, and conduct the counting of ballots.

II. Officers

- A. The Chairperson, Vice Chairperson/Chair-Elect, Chair of Education and Research Policies Committee, Chair of Programs Committee, and the Dean of the Graduate School shall serve in the same capacities as officers of the Graduate Faculty.
- B. The Graduate Council shall elect annually its own Chairperson, Vice Chairperson/Chair-elect, and Chairs of the committees. Elections shall be held no later than the first meeting of the newly elected Council. In the event of a vacancy in the Chairmanship, the Vice-Chairperson/Chair-elect shall be appointed as the Chairperson of the Graduate Council. The Graduate Council shall then elect another Vice-Chairperson/Chair-elect. In the event of a vacancy of both the Chairperson and the Vice-Chairperson/Chair-elect, the Council shall hold an election to fill both positions.
- C. The Dean of the Graduate School will provide administrative support for the Graduate Council.

III. Powers and Functions

- A. The Graduate Council is a council of the Faculty Senate, and this operating paper is drawn up in accordance with the Constitution and Bylaws of the Faculty Senate. Graduate Council policy recommendations that are not associated with graduate faculty, graduate programs, scholarly activities and support, or internal administration of the Graduate School will be sent directly to the Faculty Senate Executive Committee.
- B. The Graduate Council is empowered to act as agent for the Graduate Faculty with delegated power to formulate policy with regard to graduate faculty, graduate students, graduate programs, and scholarly activities and support.
- C. Illustrative of the academic policy matters within the jurisdiction of the Graduate Council are the following:
 - 1. ~~E~~establishing academic policy governing new programs at the graduate level and recommending the institution of specific programs subject to requisite administrative and Board approval
 - 2. establishing academic policy for graduate curricula and acting on such curricula
 - 3. establishing academic policy governing course approval by the Dean of the Graduate School
 - 4. establishing overall academic policies for student entrance into graduate degree programs and for continuance in such programs

General updates and revisions.

5. establishing such other overall academic policies related to graduate academic standards as may prove to be necessary
6. establishing academic policy governing designation by the Dean of the Graduate School of Graduate Faculty members not so recognized by virtue of rank
- ~~7. establishing academic policy governing designation by the Dean of the Graduate School of Graduate Faculty members not so recognized by virtue of rank~~
- ~~8-7.~~ establishing academic policy regarding graduate awards and assistantships
- ~~9-8.~~ establishing academic policy, on matters with Graduate School jurisdiction, regarding graduate teaching, scholarship, and general assistants
- ~~40-9.~~ establishing academic policy for facilitating, encouraging, and coordinating the research effort of the University and developing that effort toward the highest level of excellence
- ~~44-10.~~ establishing academic policy to be followed in allocating available SIUE funds for faculty research and creative activities
- ~~42-11.~~ establishing academic policy, on matters within Graduate School jurisdiction, regarding the receipt and use of funds from outside agencies
- ~~43-12.~~ making recommendations to the appropriate administrative officers concerning graduate faculty workloads and related matters
- ~~44-13.~~ maintaining a continuing flow of information and recommendations between the Graduate Council and the Dean of the Graduate School, the Graduate Faculty, the schools, departments, faculties, and other academic units
- ~~45-14.~~ maintaining a continuing review and evaluation of graduate programs, standards, and administration
- ~~46-15.~~ maintaining a continuing self-scrutiny concerning the procedural and substantive effectiveness of the Graduate Council
- ~~47-16.~~ maintaining a continuing study of effective means of enlisting the services and ideas of Graduate Faculty members not serving on the Graduate Council, as well as all other interested parties.

D. The Graduate Council reviews changes to the Graduate Committee on Assessment operating papers and approves the Committee Chair.

E. The Graduate Council may advise the Dean of the Graduate School on matters of administrative policy and procedures.

IV. Meetings

A. Graduate Faculty

1. Calling of Meetings

- a) Meetings of the Graduate Faculty may be called at the initiative of the Chairperson of the Graduate Council, the Dean of the Graduate School, the Provost and Vice Chancellor for Academic Affairs, the Chancellor, or upon petition by ten percent of the membership of the Graduate Faculty.

2. Agenda for Meetings

Commented [MS2]: Repeat of 6

General updates and revisions.

- a) The agenda for any Graduate Faculty meeting shall be set by the Chairperson of the Graduate Faculty ([See II.A.](#)), in consultation with the Graduate Council and the Dean of the Graduate School.
- b) The agenda of any Graduate Faculty meeting must be circulated to all members of the Graduate Faculty at least one week in advance of the meeting.
- c) Items may be placed upon the agenda at the initiative of the Graduate Council, the Dean of the Graduate School, the President of the Faculty Senate, the Provost and Vice Chancellor for Academic Affairs, the Chancellor, or upon petition by five percent of the membership of the Graduate Faculty.

3. The Conduct of Meetings

- a) The Chairperson of the Graduate Faculty shall preside.
- b) Robert's Rules of Order shall be used, and assistance to the presiding officer shall be rendered by a Parliamentarian appointed by the Chairperson of the Graduate Faculty.
- c) Fifty members of the Graduate Faculty shall constitute a quorum.

B. Graduate Council

1. Calling of Meetings

- a) The Chairperson of the Graduate Council, after consultation with the Dean of the Graduate School, shall call meetings of the Graduate Council.
- b) The Graduate Council shall meet at least once each month [during the academic year](#) and more frequently if necessary.
- c) Meetings may be called at the initiative of the Chairperson of the Graduate Council, the Dean of the Graduate School, the Provost and Vice Chancellor for Academic Affairs, Chancellor, or upon petition by three members of the Graduate Council or ten percent of the Graduate Faculty.
- d) Meetings are open to the public.
- e) After a quorum is established in accordance with these operating papers, additional members may attend the meeting via audio or video conference if the member is unable to attend the meeting due to (1) personal illness or disability, (2) employment purposes or public business of the Graduate Council, or (3) family or other emergency.
- f) If a member wishes to attend by audio or video conference, they shall notify the Chairperson as soon as practicable. They shall indicate the reason they are unable to physically attend the meeting. The Graduate Council shall then vote to determine whether the member shall be permitted to attend via audio or video conference.

2. Agenda for Meetings

General updates and revisions.

- a) The agenda for any Graduate Council meeting shall be set by the Chairperson of the Graduate Council, in consultation with the Dean of the Graduate School.
- b) The agenda of any Graduate Council meeting must be circulated to all members of the Graduate Council at least seven days in advance of the meeting.
- c) If matters not on the announced agenda are to be discussed, action should not be taken until a subsequent meeting except under unusual circumstances and then as governed by the rules of order adopted by the Graduate Council.
- d) Items may be placed upon the agenda at the initiative of the Chairperson of the Graduate Council, the Dean of the Graduate School, the President of the Faculty Senate, the Provost and Vice Chancellor for Academic Affairs, the Chancellor by request of one member of the Graduate Council, or upon petition of five percent of the Graduate Faculty.

3. The Conduct of Meetings

- a) The Chairperson of the Graduate Council shall preside.
- b) The Graduate Council shall adopt its own rules of order.
- c) At least half of the Graduate Council membership shall constitute a quorum.
- d) A maximum of 15 minutes shall be allotted at the beginning of the meeting for public comment; no individual speaker shall be allowed to speak for more than 5 minutes. Anyone wishing to address the Graduate Council must notify the Chairperson at least 24 hours in advance of the meeting.

4. Proxies

- a) The Graduate Council member may elect to send any person of their choice with a proxy as defined in I.B. Membership.

V. Committees of the Graduate Council

1. The Graduate Council shall be empowered to establish and terminate its own committees and subcommittees, both standing and ad hoc.
2. The Chairperson of the Graduate Council, in consultation with the other officers of the Council, shall appoint the members of these committees.
3. The responsibilities of these committees include such areas as new graduate programs, review of existing programs, graduate educational policies, scholarly activities, planning, and any other matters under Graduate Council jurisdiction.
4. These committees may establish such subcommittees as may be necessary.

General updates and revisions.

5. Committees or subcommittees of the Graduate Council may include nonmembers as well as members of the Council. The Dean of the Graduate School or their designee will serve as an ex officio member without vote on all standing committees.
6. The Executive Committee of the Graduate Council shall be comprised of the Chairperson, the Vice Chairperson/Chair-elect, and the chairs of the Council's committees.

VI. Amendment and Reapportionment

A. Amendment

1. Any change of the policy making or administrative structure herein described is subject to approval by the Graduate Faculty. Any change must be in accordance with the Constitution and Bylaws of the Faculty Senate.
 - a) Such a proposed amendment may be initiated by the Graduate Council, the Dean of the Graduate School, or by petition of ten percent of the Graduate Faculty.
 - b) Proper notice of the contemplated change must be given, and adequate opportunity for expression of opinion must be provided.
 - c) The proposed amendment must be approved by two thirds of those Graduate Faculty members who vote.
2. The rules of procedure and operating papers of the Graduate Faculty, and those rules of procedure and operating papers of the Graduate Council contained in this document, may be amended by action of the Graduate Faculty, with proper notice of the contemplated change and adequate opportunity for expression of opinion. A two-thirds vote of approval by those Graduate Faculty members who respond in a mail or electronic ballot or who are present and voting at a Graduate Faculty meeting is required.
3. The rules of procedure and operating papers of the Graduate Council, other than those contained in this document, may be amended by action of that body, with proper notice to all members of the contemplated change and adequate opportunity for discussion. A two-thirds vote of those present at a Graduate Council meeting is required.

B. Reapportionment

The apportionment of membership on the Graduate Council shall be kept under continuing scrutiny and shall be subject to changes by amendment of this document and by appropriate Faculty Senate action.

VII. Rules of Procedure and Operating Papers

All other rules of procedure and operating papers for the Graduate Council that prove to be necessary, and that are not in conflict with the rules and operating papers listed above, are to be formulated by the Graduate Council.

Rules & Procedures Council Report
of
January 18, 2024 Meeting

Agreed on the final questions for 2023-24 Evaluations of Chancellor and Provost. Chair needs to proof before sending on to IT.

Chair has requested Fall 2024 list of current faculty to determine representation in the Senate and to send evaluations and votes. That should be provided shortly after the beginning of February when HR closes their books.

Working on Amendments to Evaluation Process and a plan to have a bank of alternate senators on call for quorum concerns, to more quickly identify and replace senators that are neither showing up nor providing an alternate, and address the possibility that an insufficient number of instructors are willing to serve in the Senate.

Discussed Pres. Mahony's letter.

Chair worked with Faculty Senate President and President-Elect to find people who will be a succeeding President-Elect.