



## AGENDA

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**Date:** September 12, 2023

**Time:** 2:30 p.m.

**Location:** Madren Center Auditorium

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### 1. APPROVAL OF GENERAL FACULTY MEETING MINUTES

APPROVED

### 2. APPROVAL OF MINUTES

APPROVED

### 3. SPECIAL ORDERS

### 4. REPORT

a. Robert H. Jones, Executive Vice President for Academic Affairs & Provost  
No Report.

b. Standing Committees

i. Welfare Committee; Chair Billy Terry  
No Report.

ii. Finance and Infrastructure Committee; Chair Greg Cranmer  
No Report.

iii. Scholastic Policies Committee; Chair John DesJardins.  
No Report.

iv. Research and Scholarship Committee; Chair Jessica Larsen  
No Report.

v. Policy Committee; Chair Sarah White

- PCR 201920 Council on Graduate Studies

**Approved by majority**

c. University Committees/ Commissions

i. Committee on Committees; Chair Fran McGuire  
No Report.

d. Faculty Representative to the Board of Trustees; Brian Powell

There was a board meeting and retreat in June. The College of Veterinary Sciences was approved. There was a discussion in executive session discussing DEI initiatives, which are helping promote workforce development. Faculty Representative Powell received a number of calls and emails from faculty asking how things seen in the media are affecting Clemson programming. The Emeritus College is celebrating their 20-year anniversary. Third Tuesdays at the patio of Sole in the Madren Center will resume next Tuesday to give faculty the opportunity to chat about faculty topics and concerns.

e. President's Report

“At our General Faculty meeting in August, tenured and tenure-track faculty voted overwhelmingly in favor of revising the Senate's Constitution so that the term Faculty will include “non-tenure track faculty with the primary responsibility of teaching, research, and service or any combination thereof”; and 3) increase the size of the Faculty Senate to reflect the broader constituency created by the redefinition of the term Faculty. In short, we voted to give lecturers a voice and a vote in Faculty Senate affairs and create the space for them to make Clemson better. As you know, lecturers of all ranks make up about one-third of all faculty, teach sixty-four percent of undergraduate student credit hours, serve on more than half of all university-level committees on which they're eligible to serve, fill administrative or leadership roles in half of our departments, serve on one-fourth of undergraduate and graduate research committees, and publish their research and creative scholarship all over the world. Without them, Clemson would not be Clemson.

As Faculty Senate President, I have urged the Board of Trustees to support these changes to our Constitution. Doing so will show how much we value the contributions of all of our colleagues, that human connections across ranks and disciplines make our work and our lives better, that collaboration and engagement grow when we all belong and have a voice that will be heard and a voice, counted.

Following the General Faculty Meeting and the successful vote in favor of these Constitutional changes, I received lots of supportive and enthusiastic email and text messages from people of all faculty ranks and designations. They thanked us for finally listening. One person with more than fifteen years of service at Clemson told me that hearing tenured and tenure-track faculty speaking so passionately in favor of giving them a voice and a vote fills them with hope for the future, hope that there are good and decent people in the world who may not look like them but support and respect them. They feel like they may have some agency after all. It was a historic moment for all faculty as well as for Clemson.

Now we have some work to do. Chair Sarah White and members of the Policy Committee have already begun devising strategies to revise the Faculty Manual, with help and guidance from Faculty Manual Consultant Fran Maguire, William Everroad, and Senate officers. The revisions to the Faculty Manual under review by the Faculty Senate Policy Committee are deceptively simple but they include new wording for search and screening and review committees; departmental and college faculty governance functions—including voting rights; University governance; and faculty appointments and reappointments. The Faculty Senate will approach each revision with the understanding of the will of the faculty expressed by the passing of the amendments: all faculty with an expectation of long-term association with the institution contribute to the academic mission of Clemson University and are thus now entitled to the rights and responsibilities thereof, including not only a voice but a vote in shared governance. Should the Board of Trustees approve the amendments, Faculty Senate apportionment will significantly change to include additional faculty designations gaining eligibility to be nominated for election to the Faculty Senate. The apportionment data will be run in October and the dean of each College and its election coordinator will receive the

College's allocations in February. The apportionment will include the two new colleges. At our March 2024 Senate meeting I will take a panoramic photo of this auditorium with my new iPhone 15 Pro Max and then compare it with the one I take at the April meeting. What a difference! If I had a press secretary, they wouldn't have to oversell it. We have exciting days ahead, that's for sure. After the next Board of Trustees meeting in early October, the Class of '39 Award for Excellence nominations are due to the Provost on October 24, 2024, so I urge you and your superhero colleagues to nominate yourselves. The nomination packets are almost binder-size, so begin early. Ten days ago I met with the new Faculty ADVANCEment Advisory Committee to discuss ways that this new initiative can support faculty success by creating the conditions at the University that foster excellence, collaboration, inclusivity, diversity, belonging, and engagement. It is a tall order, but I was so impressed by the ADVANCEment team and Advisory Committee members, who hail from all over campus and across faculty and staff ranks and categories. We have some smart people singing from these hills. Under the leadership of Director Lori Dickes, Faculty Fellows Carlos Garcia and Marian Kennedy, and Coordinator Paige Thomsen, the ADVANCEment team broadens the scope of the impactful NSF ADVANCE grant project, which supports gender equity in STEM-related areas. One goal is to inspire systemic change that advances careers and promotes recognition of Clemson faculty. As we all know, even those of us not in STEM fields who never studied the principle that force equals mass times acceleration ( $F=MA$ ), universities are places where the status quo has great momentum. It takes great force to change that momentum, but I think ADVANCE has the energy to do it. So that I don't kill the momentum of this particular meeting, I will stop there and move to Unfinished Business."

## 5. UNFINISHED BUSINESS

## 6. NEW BUSINESS

- a. **VOTE:** Faculty Senate Secretary
  - i. Karen Kemper
  - ii. **Neil Calkin- APPROVED**

## ADJOURN



### **Lauren Duffy**

**Associate Professor and Undergraduate Coordinator**  
Faculty Senate Vice President  
Clemson University

**ANNOUNCEMENTS:**

**UPCOMING MEETINGS:**

1. Convention of the Delegates Meeting: September 14<sup>th</sup>, 2:30pm
2. Faculty Senate Advisory Committee Meeting: September 26<sup>th</sup>, 2023, 2:30pm
3. Faculty Senate Executive Committee Meeting: October 3<sup>rd</sup>, 2023, 2:30pm
4. Faculty Senate Meeting, October 10<sup>th</sup>, 2023, 2:30pm, Madren Center Auditorium

## POLICY COMMITTEE REPORT

### Standing Agenda Item 201920: Council on Graduate Studies

The Policy Committee has considered this matter under the charge of general university policy review and faculty participation in university governance and submits this report for consideration by the Faculty Senate.

#### Background

A request was committed during the Faculty Senate Executive Meeting on May 7th, 2019, regarding the prescribed frequency of Council on Graduate Studies meetings. The Council on Graduate Studies “provides oversight of graduate education by reviewing, considering, and disseminating recommendations from its constituent committees. Policy recommendations requiring specific action are approved and forwarded to the Academic Council”; further, the Council is “expected to transcend unit and college lines to promote excellence in all facets of graduate education” (Chapter IX F.3, p.120). The Council consists of the Associate Provost and Dean of the Graduate School (or dean’s designee) who serves as a non-voting chair, along with one faculty member elected from each College, and two graduate student representatives.

The specific request of this agenda item was to consider whether it was necessary to add and/or clarify meeting requirements within the *Faculty Manual* (FM). The author of the initial concern that brought this to Faculty Senate had noted that, “Insofar as the Council has only met once in this academic year, on May 2, 2019, this elected, representative group was not permitted to fulfill its role in providing ‘oversight’ and the expectation of promoting ‘excellence in all facets of graduate education.’ By meeting only once and at the very end of the academic year, the committee was not able to fulfill its representative function, which should involve a feedback loop from the faculty of the colleges that they represent.”

As a parallel to the description of the Council on Graduate Studies in the FM, the Council of Undergraduate Studies and its respective subcommittees denote their own meeting requirements for each committee (see Chapter IX F.2, pp. 114 – 120). Within this section of the FM on the Council on Graduate Studies, there are no specific meeting requirements noted. However, the FM more broadly states that “Every standing body documented in the *Faculty Manual* or the Shared Governance Website shall meet at least once a year and whenever new members join the body” (Chapter IX

C.1, p. 11).

In November 2021, the Chair reached out to the current Dean of the Graduate School to clarify how often the council met. At this time, the Council meets every September, October, November, December, January, February, March, and April.

Additionally, the Dean proposed revisions to the Council on Graduate Studies. In summary, the proposed revisions include:

“Merging the membership of the Graduate Advisory Committee with the membership of the Council on Graduate Studies, and then formally removing the Graduate Advisory Committee.

The primary role of both the Graduate Advisory Committee (GAC) and the Council on Graduate Studies (GC) has been to review, revise, and approve graduate policies. This redundancy has led to further inefficiencies, as policy revisions would bounce between the GAC and GC multiple times simply due to the inability of the two groups to directly talk with one another. Merging of the memberships is intended to improve this communication and create a more efficient and responsive process for revising policies to meet the changing needs of graduate students and graduate faculty, while simultaneously ensuring that faculty and student representation in graduate policy review/revision/approval is not diminished.

This change would also bring Clemson into alignment with Graduate Schools from our peer institutions, who also utilize a single representative body charged with the review, revision, and approval of graduate policies.

1. NC State – Administrative Board of the Graduate School
2. UNC Chapel Hill – Administrative Board of the Graduate School
3. GA Tech – Institute Graduate Curriculum Committee
4. Florida State – Graduate Policy Committee”

With this, the existing descriptions of the GC and GAC are as follows:

### **“Council on Graduate Studies**

#### **a. Overview**

- i. The Council on Graduate Studies provides oversight of graduate education by reviewing, considering, and disseminating recommendations from its constituent committees. Policy recommendations requiring specific action are approved and forwarded to the Academic Council.
- ii. The Council on Graduate Studies is expected to transcend unit and college lines to promote excellence in all facets of graduate education.

#### **b. Membership**

- i. One faculty member elected from each college per college bylaws to serve a three-year term;

- ii. Two graduate student representatives nominated by the President of the Graduate Student Government and appointed by the Dean of the Graduate School for a one-year term;
  - iii. The Associate Provost and Dean of the Graduate School (or dean's designee) serves as non-voting chair.
- c. The following committees fulfill specific roles in advising the graduate school and provide reports to the Council on Graduate Studies as requested and needed:
- i. Graduate Curriculum Committee;
  - ii. Graduate Admissions and Continuing Enrollment Appeals Committee;
  - iii. Graduate Fellowships and Awards Committee;
  - iv. Graduate Advisory Committee;
  - v. Graduate Academic Grievance Committee;
  - vi. Graduate Academic Integrity Committee.
- d. Unless otherwise noted, all faculty are elected to serve three-year terms and graduate students serve one-year terms. When possible, faculty elected to the following committees should have significant experience in graduate education.” (FM Chapter IX§F3, p. 121)

#### **“Graduate Advisory Committee**

- i. Responsibilities
  - (1) Independently studies and reviews policy on non-curricular graduate student academic matters and on those issues affecting the general welfare of graduate students.
- ii. Membership
  - (1) One faculty member from each college and the Library elected by the faculty accorded voting rights in each college and the Library;
  - (2) One faculty member appointed by the President of the Faculty Senate for a three-year term;
  - (3) Two graduate students nominated by the President of the GSG and appointed by the Dean of the Graduate School for one year terms.
- iii. Associate Provost and Dean of the Graduate School (or dean's designee) serves as non-voting chair.” (FM Chapter IX§F3, pp. 121-122)

Specifically, then, the proposed merger was suggested by the Dean as follows:

#### **“1. Council on Graduate Studies**

- a. Overview
  - i. The Council on Graduate Studies provides oversight of graduate education by reviewing, considering, and disseminating recommendations from its constituent committees. Policy recommendations requiring specific action are approved and forwarded to the Academic Council.
  - i. The Council on Graduate Studies is expected to transcend unit and college lines to promote excellence in all facets of graduate education.
- b. Membership Terms and Requirements
  - i. Unless otherwise noted, all faculty are elected to serve three-year terms and

- graduate students serve one-year terms on the Council on Graduate Studies and associated committees.
- ii. When possible, faculty elected to the Council on Graduate Studies and associated committees should be Graduate Faculty. For a description of Graduate Faculty and associated policies, please refer to the Graduate School's Policies and Procedures Handbook.
  - iii. Individuals who have had their Graduate Faculty Status revoked for cause, and are no longer Graduate Faculty, are ineligible to serve on the Council on Graduate Studies and associated committees.
- c. Membership
- i. Two faculty members elected from each college per college bylaws to serve a three-year term;
  - ii. Four graduate student representatives nominated by the President of the Graduate Student Government and appointed by the Dean of the Graduate School for a one-year term;
  - iii. One faculty member appointed by the President of the Faculty Senate for a three-year term
  - iv. One Library faculty member representative elected, per the Library's bylaws, for a 3-year term
  - v. One representative from each of the following subcommittees:
    - (1) Graduate Curriculum Committee
    - (2) Graduate Admissions and Continuing Enrollment Appeals Committee
    - (3) Graduate Fellowships and Awards Committee
    - (4) Graduate Academic Grievance Committee
    - (5) Graduate Academic Integrity Committee
  - vi. The Associate Provost and Dean of the Graduate School (or dean's designee) serves as non-voting chair."

With the exception of the removal of the GAC, no responsibilities of the existing subcommittees were proposed to change (see FM Chapter IX§F3, pp. 121 – 124). Thus, with the above-proposed merger of the GAC and GC (whereby the GAC is folded into the GC), five points of discussion were undertaken by the Policy Committee: 1) the overall merger and scope of the proposed GC; 2) meeting requirements (how often/when) of the GC; 3) membership composition and voting rights within the GC; 4) whether the chair should be a voted on by members of the GC; and 5) the definition of Graduate Faculty/Graduate Faculty Status and whether it should be codified within the FM.

### **Discussion**

The Policy Committee considered the information above, including membership composition and function of the current Council on Graduate Studies and Graduate Advisory Committee. The Committee also reviewed meeting requirements of other faculty governance committees. Finally, the Committee met with Associate Provost and Dean of Graduate School, Dr. John Lopes, to discuss the proposal.



Overall, the Committee is supportive of the proposal in scope and function of the revised GC. The Committee sees the importance of the Graduate School in evaluating the effectiveness of the structure of committees and how they have been operationalized. Noting that there was redundancy and overlap between the GC and GAC that created inefficiencies, merging the two committees with consideration of membership should positively affect the ability of the GC to respond to policy needs of graduate students and faculty.

With regard to meeting requirements, the committee noted that the goals and responsibilities of the GC may not be dependent on set meetings, but rather meetings may be dependent on the issues and concerns at hand. It is up to the GC and the GC Chair to decide the regularity for such meetings to complete its key functions of oversight. That is, it should be assumed that the GC will meet as often as necessary to complete its duties. Equally, though, there could be value in having the GC mirror the section on Council on Undergraduate Studies and its subcommittees by stating more specific meeting requirements, such as “at least once a semester”. Further, because this is an ‘oversight’ committee that is charged with reviewing findings and recommendations from subcommittees, it could also make sense to have a minimal requirement that is more often than once a year to ensure the GC is effective. Finally, it should be noted that current leadership within the Graduate School has changed and that the Council meets regularly, four times a semester.

Membership composition and voting rights within the GC were also discussed at length. The proposed merger increases the size of the GC, growing from one to two faculty members per college (not including the Library or representation for Faculty Senate), and from two graduate student representatives to four. In part, this reflects the GAC’s membership composition as being ‘added’ to the existing roster of the GC, with no impact on the opportunities for elected faculty/student representation in the oversight of Graduate School policies and activities. The Dean prefers the larger committee composition for this reason, but concerns were raised over whether this would overburden faculty.

To this end, it was considered whether the representative of the GC’s respective subcommittees should be voting or non-voting members of the GC. In light of the increased faculty representatives from each college, the Committee feels that the representatives from the subcommittees should be nonvoting. Additionally, it is conceived that the representatives from the subcommittees serve a primary role of providing information from each of their respective subcommittees to the GC. Finally, not knowing who the representative from each subcommittee to the GC (i.e., regular faculty, administrative faculty), could potentially throw off the balance of voting members on the committee.

Aligned with the importance of the faculty representation on the GC, the Committee also discussed the importance of noting the timing of when elections occur for the GC. Specifically, the Committee feels it is important to hold college elections for the GC no

later than March with terms starting in August, aligning with standard college elections.

Additionally, it was discussed whether the chair of the GC should be voted on by the committee members, as opposed to the current charge with the Associate Provost and Dean of the Graduate School (or dean's designee) being assigned as a non-voting chair. The committee feels there is no compelling reason to change this policy at this time.

Finally, an item of concern for the Committee was the process by which the designation of "Graduate Faculty" or "Graduate Faculty Status" is conferred upon faculty ultimately approved by the Graduate School. With the relative newness of assigning Graduate Faculty/ Graduate Faculty Status at Clemson, there are many questions concerning the application of the designation. As such, there are philosophical questions of whether this designation should reside in the Faculty Manual. Currently, Graduate Faculty as a concept exists in the Graduate Faculty Handbook with departments/colleges currently working to define the process for their units.

With these discussion points in mind, the Policy Committee suggested the following changes to the proposed merger to address concerns raised above. Specifically, changes to the proposal include language that addresses the need for meeting regularity, timing of elections for the GC members, concerns around the definition of Graduate Faculty/ Graduate Faculty Status, and suggests subcommittee representation be 'non-voting'.

### **Conclusion and Recommendations**

The Policy Committee recommends the following revisions to the *Faculty Manual*:

1. Adopt the newly proposed Council on Graduate Studies that subsumes the Graduate Advisory Committee.
2. Include a meeting requirement that indicates the committee must meet at least once an academic semester, if not more often.
3. That the membership composition of the Council on Graduate Studies increases from one to two faculty representatives from each college, and from two to four graduate students as suggested in the proposal.
4. That the representatives of the subcommittees are non-voting members of the Council of Graduate Studies.
5. That election of Council on Graduate Studies members should take place in March preceding the start of the term in August.

Additionally, the policy committee recommends the addition of a standing agenda item to discuss the concept of Graduate Faculty Designation/ Graduate Faculty Status and if the policy regarding the application of the designation should reside in the *Faculty Manual*.






# 20230912 FS Meeting Minutes

Final Audit Report

2023-10-03

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