July 8, 2013

TO: Alan Rosenbaum, Executive Secretary
    University Council

FROM: Bradley G. Bond, Dean of the Graduate School and Associate Vice President for Graduate Studies

RE: Graduate Council Annual Report for 2012-2013

Professor Lee Sunderlin of the Department of Chemistry and Biochemistry was reelected assistant chair of the Council. The Graduate Council met seven times during the 2012-2013 academic year. The nine standing committees of the Graduate Council met numerous times between Council meetings and, as is the practice, much of the Council’s business was handled through those committees. Major accomplishments of the academic year are summarized below:

**Criminal Disclosure Review Committee:** This committee continues its operation through the summer, so this is a summary of the committee’s activities from July 2012 to date. The committee met seven times to review ten cases, all of which were granted permission to proceed with the application process.

**Dissertation Completion Fellowship Committee:** The committee met on March 8, 2013 and chose six proposals for full-time awards and two proposals for part-time awards. Thirty-one proposals from thirteen departments were reviewed.

**Graduate Colloquium Committee:** The committee met once each semester and approved approximately eighty-seven proposals for funding, involving visits to NIU by a wide range of presenters (scholars, professional practitioners, creative artists, and performers). The committee was able to fund all acceptable proposals falling within departmental “planning parameters.”

**Graduate Council Appeals Committee:** This committee continues its operation through the summer, so this is a summary of the committee’s activities from fall 2012 to date. The committee met three times in person and three times electronically to consider fifty cases. Of the fifty appeals, forty-seven were approved. The vast majority of petitions involved academic reinstatement.

**Graduate Council Curriculum Committee:** The GCCC met six times during the 2012-13 academic year and recommended Graduate Council approval of graduate-level curricular revisions as indicated below.

*New Certificates of Graduate Study:*
    - Interdisciplinary Study of Language and Literacy
    - Department of Accountancy
      - Business Analytics Using SAP Software
      - Foundation of Accountancy
    - Department of Marketing
      - Strategic Marketing
    - Department of Literacy Education
      - Innovative Teaching with Common Core Standards in Elementary Education

---

*Learning Today, Leading Tomorrow*
Office of the Dean / DeKalb, Illinois 60115-2820 / 815-753-9403 / Fax 815-753-6366 / www.grad.niu.edu
Northern Illinois University is an Equal Opportunity/Affirmative Action Institution.
New Degree Program:
  College of Health and Human Sciences
  PhD in Health Sciences (still needs IBHE approval)

New Specialization:
  Department of Political Science
  MPA in Comparative Public Service

Changes:
  School of Nursing and Health Studies
    Change in name of specializations in the MS in Nursing:
      Adult-Gerontology Clinical Nurse Specialist
      Adult-Gerontology Primary Care Nurse Practitioner

Deletions:
  Department of Kinesiology and Physical Education
    Deletion of the general program of study in the MSEd in Kinesiology and Physical Education
  School of Allied Health and Communicative Disorders
    Deletion of the MPT (no longer needed with the DPT)
  Department of Geology and Environmental Geosciences
    Deletion of Certificate of Graduate Studies in Earth Science Education

Also approved were 49 new graduate courses, 28 graduate course deletions, 96 graduate course revisions
(including revisions in course numbers, titles, credit hours, descriptions, and/or prerequisites/corequisites), and
77 other Graduate Catalog revisions.

Graduate Council Standards Committee: The Standards Committee met three times. The committee
presented numerous changes to the Graduate Catalog and the APPM. Changes were made to the following
sections of the 2012-2013 Catalog:

Admission to Graduate Study – Graduate Record Examinations (added M.S. in management information
systems as a program that allows applicants to submit scores for either the GRE or the GMAT).

General Regulations – Academic Standing (added deficient C- grade to list of grades that constitute automatic
dismissal at 6 hours).

Requirements for the Degrees – Masters –Course Number 699 (removed maximum number of hours);
Composition of Examination and Thesis Committees (changed from “a majority” to “at least one-half” of the
voting members and the committee chair must be full or senior members of the graduate faculty) Doctor of
Education/Doctor of Philosophy – Dissertation Requirements (removed maximum number of 799 hours);
Composition of Committees (changed from “a majority” to “at least one-half” of the voting members must be
senior members of the graduate faculty).

APPM Changes – “Curricular Definitions,” Section III. Item 2. (inclusion of the new credit hour policy);
“Graduate Course Requirements and Scheduling,” Section III. Item 13. (revised title, formerly “Graduate
Course Credit,” removed existing definition of a credit hour to avoid duplication in the APPM, and included text
from a resolution passed by Graduate Council in December 2007 stating that there must be distinction between a
syllabus for graduate credit and a syllabus for undergraduate credit in split-level courses); “Operating
Procedures for Curricular Items,” Section III. Item 3. (inclusion of the new course syllabus policy).
Graduate Faculty Membership Committee: The committee met on March 27, 2013. With recommendations from the respective departments and relevant college deans, the Committee engaged in review of the graduate-faculty membership criteria and of the full and senior graduate-faculty memberships for the Department of Literacy Education, Department of Political Science, Department of Psychology, Division of Public Administration and the Department of Special and Early Education. Additionally, the committee reviewed updated criteria for the Department of Communication and the Department of Foreign Languages and Literatures. All recommendations were approved.

Honorary Degree Committee: The committee met on December 11, 2012 to review nominations. Two recommendations have been forwarded to the President and Board of Trustees for final approval.

Last year’s Honorary Degree Committee, with the approval of President Peters and the Board of Trustees, selected the Honorable Layli Miller-Muro, Founder and Executive Director of the Tahirih Justice Center, to receive an Honorary Degree. Ms. Miller-Muro was available to attend the May 10, 2013 Graduate School Commencement Ceremony where she was awarded the Honorary Doctor of Humane Letters.

University Fellowship Committee: The committee met once each semester. On October 29, 2012, the committee met to discuss nominations for the thesis and dissertation competitions. The committee selected recipients for the most outstanding thesis and the most outstanding dissertation in AY 2011-12. The committee met again on March 7, 2013 to discuss nominations for the University Fellowship Award. The committee chose six proposals for full-time awards. There were 36 nominations from 19 different departments.

Ad Hoc Committee on Graduate Assistantship and Tuition Waiver Policies: This committee met four times in the fall semester and will continue to meet next academic year. The committee was charged with comparing current NIU policies related to the awarding of assistantships and tuition waivers with those of other institutions and drafting policies for Graduate Council approval that ensure assistantship and waiver policies are sustainable and defensible.

Other matters:

Assistantship Stipends for AY 2013-14: The Graduate Council approved a 2.5% increase in the minimum stipend for graduate assistantships: $425.00 semi-monthly/full-time assistantship; $318.75 three-quarter time; and $212.50 part-time.

Graduate Assistant Assessment Survey: A survey with approximately 20 questions related to how graduate assistants live on an assistantship stipend was distributed to graduate assistants across campus. The purpose of the survey was to provide the Graduate Council with hard data so that it can advocate on behalf of graduate students in the future when dealing with the issues surrounding graduate assistantship stipends.

Graduate Student Research Association Conference: The Graduate Student Research Association hosted its fifth annual conference on April 27, 2013. Students from all departments are encouraged to submit papers for the conference, which is held annually. There were over 100 student participants this year.

RFP for Graduate Assistantships: For the third year, Great Journeys Assistantships and Focus on Undergraduate/Graduate Engaged Learning (FUEL) Supplemental Assistantships were made available through the Great Journeys Strategic Planning process. Requests for proposals were distributed on campus and selections were made. There are 2 FUEL recipients and 14 Great Journeys recipients.

cc: 2012-2013 Graduate Council
     2013-2014 Graduate Council
     Curriculum Coordinator/Catalog Editor

Learning Today, Leading Tomorrow
Northern Illinois University is an Equal Opportunity/Affirmative Action Institution.