June 16, 2014

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 2013-2014

Professor Janet Hathaway of the School of Music was elected assistant chair of the Council. The Graduate Council met seven times during the 2013-2014 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: The committee continues its operation through the summer, so this is a summary of the activities from July 2013 to date. The committee met four times in person and once electronically to review seven cases. Four individuals were granted permission to proceed with the application process, two were denied admission, and one withdrew his application when asked for additional documentation.

Dissertation Completion Fellowship Committee: The committee met on March 4, 2014 and chose six proposals for full-time awards and five proposals for part-time awards. Twenty-six proposals from thirteen departments were reviewed.

Graduate Colloquium Committee: The committee met once each semester and approved approximately ninety-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 2013 to date. The committee met three times in person and once electronically to consider sixty-nine cases. Of the sixty-nine appeals, sixty-five were approved. The vast majority of petitions involved academic reinstatement.

Graduate Council Curriculum Committee: The GCCC met five times during the 2013-14 academic year and recommended Graduate Council approval of graduate-level curricular revisions as indicated below.

New Certificates of Graduate Study:
Department of Finance
    Finance
Department of Technology
    Facilities Management
College of Liberal Arts and Sciences
    Southeast Asian Studies (to replace the concentration, which is to be deleted)
New Degree Program:
School of Nursing
  Doctor of Nursing Practice (D.N.P.)

New Specialization:
Department of Industrial and Systems Engineering
  M.S. in Industrial and Systems Engineering: Engineering Management

Changes:
Department of Counseling, Adult and Higher Education
  Change in degree status for Counselor Education and Supervision from Ed.D. to Ph.D.
Department of Literacy Education
  Change to Department of Literacy and Elementary Education
School of Art
  Change to School of Art and Design

Also approved were 47 new graduate courses, 15 graduate course deletions, 268 graduate course revisions (includes revisions in course number, title, credit hours, description, and/or prerequisite/corequisite, as well as course designator changes for all courses in the Department of Special and Early Education), and 117 other Graduate Catalog revisions.

Graduate Council Standards Committee: The Standards Committee met three times. The committee presented various changes to the Graduate Catalog and the APPM. Changes were made to the following sections of the 2013-2014 Catalog:

General Regulations – Leave of Absence (added policy that reflects current practice).

Notices – Conflict of Interest Policy for All University Employees (updated to reflect current processes).

Requirements for Graduate Degrees – Masters – Composition of Examination and Thesis Committees and Doctor of Education/Doctor of Philosophy – Composition of Committees (changes to loosen restrictions on committee membership for graduate faculty outside of a student’s program).

APPM Changes – “Policies Pertaining to Graduate Assistantships,” Section IV. (collaborated with HR to update the entire section to reflect current processing procedures and to bring the document into compliance with state and federal regulations).

Graduate Faculty Membership Committee: The committee met on March 24, 2014. 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 Accountancy, Department of Anthropology, Department of Finance, School of Family, Consumer and Nutrition Sciences, Department of Management, Department of Marketing, Department of Operations Management and Information Systems, and the Department of Sociology. Additionally, the committee reviewed updated criteria for the Department of Geography, the Department of Geology and Environmental Geosciences, and the University Libraries. All recommendations were approved.

Honorary Degree Committee: The committee met on December 10, 2013 to review nominations. One recommendation has been forwarded to the President and Board of Trustees for final approval.

Last year’s Honorary Degree Committee, with the approval of the President and the Board of Trustees, selected two Honorary Degree recipients: Her Royal Highness Princess Maha Chakri Sirindhorn of Thailand was awarded an Honorary Doctorate of Humane Letters during a special ceremony on September 18, 2013; and Mr.
John Sall, Co-founder and Executive Vice President of SAS Institute, was awarded an Honorary Doctorate of Humane Letters at the May 9, 2014 Graduate School Commencement Ceremony.

University Fellowship Committee: The committee met once each semester. On October 16, 2013, 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 2012-13. The committee met again on March 6, 2014 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.

Other matters:

Assistantship Stipends for AY 2014-15: The Graduate Council approved a 1% increase in the minimum stipend for graduate assistantships: $429.25 semi-monthly/full-time assistantship; $322 three-quarter time; and $215 part-time.

Application Fee for International Students: The Graduate Council approved a $20 increase in the application fee for international students, which will enable the Graduate School to communicate more effectively with non-immigrant students. The fee increase will cover most of the expenses incurred by the Graduate School to use DHL 2-day service to send admissions materials, which includes important student visa/I-20 paperwork, and a welcome packet containing other helpful information about immunizations, registration, travel to DeKalb, housing, international student orientation, and employment.

Graduate Student Research Association Conference: The Graduate Student Research Association hosted its sixth annual conference on April 19, 2014. Students from all departments are encouraged to submit papers for this annual conference. There were over 100 student participants again this year.

RFP for Graduate Assistantships: For the fourth year, Great Journeys Assistantships were made available through the Great Journeys Strategic Planning process. Requests for proposals were distributed on campus and selections were made. There are 14 Great Journeys recipients.

cc: 2013-2014 Graduate Council
     2014-2015 Graduate Council
     Curriculum Coordinator/Catalog Editor