MEMBERS PRESENT: Arado, Bauer, Behzad, Bond, Changnon, Factor, Gowen, Gupta, Hoffman, Lash, Osorio, Riley Shaw, Sims, Sunderlin, Waas

MEMBERS ABSENT: Carrier, Giordano, Goehring, Harris, Hartnett, Johnson, Lim, Macdonald, Townsend

OTHERS PRESENT: Arntz (Assistant Vice President for Research), Lockard (Retired Council Member), Smith (Catalog Editor/Curriculum Coordinator), Wright (Secretary)

Rathindra N. Bose, Vice President for Research and Dean of the Graduate School, called the meeting to order at 10:00 a.m.

Approval of Minutes

Bauer moved approval of the April 7, 2008 minutes, Lash seconded the motion, which carried unanimously.

Lockard Resolution

Bose presented the Graduate Council’s Resolution to Professor Jim Lockard. The Resolution was read at the meeting as follows:

**DISTINGUISHED SERVICE TO NORTHERN ILLINOIS UNIVERSITY GRADUATE COUNCIL**

**WHEREAS**, James Lockard has faithfully served as a member of the Northern Illinois University Graduate Council; and

**WHEREAS**, James Lockard has invested significant amounts of valuable time and energy in service to the Graduate Council, the standing committees, and the students, faculty, staff and administration at Northern Illinois University; and

**WHEREAS**, since his election to the Graduate Council served as assistant chair in 2004, and our various standing committees including, the Research and Artistry Committee, the Standards Committee, the Graduate Faculty Membership Committee, and the Honorary Degree Committee; and
WHEREAS, we as his colleagues on the Graduate Council wish to express our sincere appreciation for his years of service to the Northern Illinois University community and especially his exemplary service on the Graduate Council and the standing committees therein;

NOW, THEREFORE, BE IT RESOLVED that the Graduate Council of Northern Illinois University in formal meeting herein assembled, extends its grateful appreciation to James Lockard for his distinguished service on the Graduate Council.

BE IT FURTHER RESOLVED that this RESOLUTION be presented to James Lockard and a copy of this document be placed in the official record of the Graduate Council as a lasting tribute to the accomplishments of James Lockard.

Adopted in a regular meeting assembled this 5th day of May, 2008

Graduate Council of
Northern Illinois University

Committee Reports

Standards Committee: Waas forwarded three items from the April 21, 2008 Standards Committee meeting.

1. Continuous Enrollment

Most students, both full- and part-time, prefer to pursue an advanced degree without interruption in time. Those students who interrupt their studies should especially note the maximum time period allowed to fulfill all requirements for the degree sought. (See the sections entitled “Limitation of Time” elsewhere in this catalog.)

A student previously enrolled in a graduate degree program at NIU who did not graduate from that program, and who has not been enrolled for 24 1/2 consecutive months, will have that admission canceled. See “Readmission/Reentry.”

Students availing themselves of the services of the academic staff or the facilities of the university in any way that directly or indirectly relates to fulfilling degree requirements or receiving course credit must be enrolled. For example, a student must be enrolled in the term in which a comprehensive examination is taken. Also, once a student has begun work on a thesis, dissertation, or other activity under course number 699 or 799, it is expected that such work progress each academic term, and enrollment must be continuously maintained in course number 699 or 799 until a final grade is received for the activity and the required documentation of the activity is formally approved by the Graduate School (if applicable), unless a leave of absence is obtained, as described in the section “Requirements for Graduate Degrees.” If such continuous enrollment in courses numbered 699 or 799 is not maintained, and a leave of absence is not granted, then upon recommendation of the department the student’s admission to the program will be
cancelled. is subject to termination of admission to the program. This will also result in termination of admission to the Graduate School unless the student has been admitted to another graduate program. (See “Readmission/Reentry” in this catalog.)

A student is not required to be registered in the term of graduation simply in order to graduate, if the student is not otherwise required to enroll under the policies of the previous paragraph. However, in order to make use of academic or nonacademic services of the university, a student is required to be enrolled for the corresponding term.

2. Dissertation and Thesis Requirements

Credit-hour requirements for the dissertation and research are determined by the major department. The dissertation is to be submitted in accordance with the Graduate School regulations found in the The Graduate School Manual for Theses and Dissertations. Guidelines for Preparing and Submitting Theses and Dissertations, available on the Thesis and Dissertations page of the Graduate School website.

After the dissertation has received final Graduate School approval, the three approved copies are distributed one each . . .

After the dissertation has received final Graduate School approval, the approved version will be deposited electronically with UMI Dissertation Publishing to be made available through their digital library of dissertations and theses. The abstract is also published in ProQuest Digital Dissertations, formerly Dissertation Abstracts International. This facilitates wide dissemination of the scholarship to interested parties. The student is required to pay the applicable fees.

Thesis

A student following a thesis program shall submit three copies of the thesis and four abstracts thereof . . .

After the thesis has received final Graduate School approval, the three approved copies are distributed . . .

A student following a thesis program shall submit an electronic copy of the thesis in PDF format according to the Guidelines for Preparing and Submitting Theses and Dissertations, found on the Thesis and Dissertation page of the Graduate School website.

After the thesis has been reviewed and approved by the Graduate School, the approved version will be deposited electronically with UMI Dissertation Publishing to be made available through their digital library of dissertations and theses. The student is required to pay the applicable fees.
3. Special Fees (item tabled at April meeting)

Application fee (nonrefundable): $30.00
Enrollment certification fee: $3.50
Examination fees
  Miller Analogies Test
    NIU student: $40.00
    Non-NIU student: $55.00
  Foreign language translation examinations
    Average proficiency: $40.00
    High proficiency: $60.00
Graduation fee (nonrefundable): $35.00
  (If a student fails to graduate at the close of the term for which the application for graduation has been submitted and the fee paid, the application can be transferred to a subsequent term. See section entitled “Graduation” elsewhere in this catalog.)
New international student fee: $125.00
Regional site course delivery fee: $40.00-$265.00 per semester hour
Replacement identification card (after the first is issued): $15.00
Technology surcharge
  $50.00 for 6 or fewer semester hours
  $100.00 for more than 6 semester hours
Transcript fee: $5.00

The following fees are established by outside agencies; in the case of microfilming fees or examinations administered through NIU, the fee is collected by NIU for transmission to the agency.
Doctoral dissertation (microfilming) fee: $55.00 $65.00
Masters thesis (microfilming) fee: $45.00
Examination fees
  Graduate Record Examinations
    General Test (computer-based): $200.00
    Subject Test (paper and pencil): $130.00
    Writing Assessment (computer-based): $50.00
  Graduate Management Admission Test (computer-based) $200.00
Nursing thesis (microfilming) fee: $45.00

Class material fees, where applicable, will be billed as part of the total billing. See the appropriate Schedule of Classes regarding those courses that require additional fees.

Council discussion followed. The Standards Committee recommendations were approved unanimously.
Curriculum Committee: The Curriculum Committee recommended approval of the April 14, 2008 minutes. The following new courses, course deletions, course revisions, and other catalog changes in the catalog copy were approved:

COLLEGE OF BUSINESS
Page 57, 2007-08 Graduate Catalog - Master of Business Administration - Phase Two Requirements (deletions)

Department of Management
MGMT 625, 655 (course additions)

COLLEGE OF EDUCATION
Department of Educational Technology, Research and Assessment
ETR 745X (course revision)
EPS 526, 745X, 597, 697 (797) (course revisions)
EPFE 526X, 745 (course revisions)
Page 100-101, 2007-08 Graduate Catalog - Doctor of Education in Educational Psychology - Course Requirements (revisions)

Department of Kinesiology and Physical Education
Page 93, 2007-08 Graduate Catalog - Secondary Certification in Physical Education - Deficiencies in Undergraduate Work (additions and deletions) - Physical Education Professional Course Requirements (additions and deletions)

Department of Leadership, Educational Psychology and Foundations
Page 99, 2007-08 Graduate Catalog - Requirements for Comprehensive Examinations - Education Specialist in Educational Administration - Examination (deleted comprehensive requirements and added portfolio requirement)

Department of Teaching and Learning
Page 117, 2007-08 Graduate Catalog - Doctor of Education in Curriculum and Instruction - Requirements for Specialization in Science, Social Studies, and Environmental Education Integration (additions)

COLLEGE OF ENGINEERING AND ENGINEERING TECHNOLOGY
Department of Industrial and Systems Engineering
ISYE 691, 697 (course revisions)

COLLEGE OF HEALTH AND HUMAN SCIENCES
School of Family, Consumer and Nutrition Sciences
Page 161, 2007-08 Graduate Catalog - Master of Science in Nutrition and Dietetics - Non-Thesis Option Requirements (deletions)

COLLEGE OF LIBERAL ARTS AND SCIENCES
Interdisciplinary Courses Offered by the College of Liberal Arts and Sciences (ILAS, WOMS) - WOMS 502 (602) (addition of S/U grading)

Department of Computer Science
CSCI 596 (696) (course revision)

Department of Economics
ECON 743 (course addition)

Department of History
HIST 514, 541, 581, 583 (course additions)

Department of Psychology
PSYC 613, 652, 710, 712, 714 (course additions)
PSYC 504 (604), 506 (606), 553 (653), 556 (656) (course revisions)

Colloquium Committee: Factor reported that the Colloquium Committee met on Monday, April 21, 2008. They received 24 proposals, three were tabled and 21 were accepted. Due to the events of February 14, there were not as many proposals as usual, so the Colloquium Committee will still be looking to fund window of opportunity proposals.

Bose reported to the Council that he took executive privilege and invited two nationally recognized speakers. One of the speakers was an anthropologist, Dr. Owen Lovejoy and the other, Dr. George Stark, the former director of Cleveland Clinic and a researcher at the Lerner Research Institute. Bose invited Dr. Lovejoy, who recently received membership into the National Academy of Sciences (NAS), in hopes of a future nomination into the NAS for one of Northern’s distinguished anthropologists. Dr. Stark was invited because of his distinguished research in cancer biology. He currently is a member of the NAS, Institute of Medicine, and Royal Academy of Sciences. He has published over 500 articles including 45 articles in Nature, Science, and the Proceedings of the National Academy of Sciences. His collaboration with the Proton Therapy Center would be invaluable. These colloquia were used to advance the mission of the university.

Graduate Faculty Membership Committee: The Graduate Faculty Membership Committee met on April 30, 2008 and reviewed seven departments’ graduate faculty memberships along with one school’s request for a change in their criteria. The summary of the meeting was forwarded to the Graduate Council for approval. The summary is below:

Allied Health and Communicative Disorders - The school submitted new criteria due to their recent merger. Waas moved approval of the new criteria, Sims seconded the motion, which carried unanimously.
Economics - Sims moved acceptance of the recommendation by the Dean of the College of Liberal Arts and Sciences to evaluate the credentials of the Economics faculty based on their current criteria, noting that if the department revises their criteria than they can review the status of those that had their membership lowered. Song seconded the motion, which carried unanimously. 1 senior member and four full members were renewed. 1 senior member and 3 full members who did not meet the current departmental criteria were not renewed.

Finance - Waas moved approval of the department’s recommendations for Graduate Faculty renewal, Townsend seconded the motion, which carried unanimously. 1 senior member and three full members were renewed.

History - Townsend moved approval of the department’s recommendations for Graduate Faculty renewal, Waas seconded the motion, which carried unanimously. 19 senior and 8 full members were renewed.

Operations Management and Information Systems - Waas moved approval of the department’s recommendations for Graduate Faculty renewal, Sims seconded the motion which carried unanimously. 9 full members were renewed. 1 full member was not renewed because he did not meet the departmental criteria.

Art - Waas moved to have Bond seek clarification regarding the department’s criteria due to the implementation of the Art Ph.D. program and to renew, not promote, the current members for one year. Townsend seconded the motion, which was approved unanimously. 12 senior and 15 full members were renewed for a one year period. 2 senior members were not renewed because they did not meet the departmental criteria.

Music - Townsend moved to include Hatmaker in the senior membership renewal and approve the remaining recommendations for full and senior membership, Waas seconded the motion. The committee voted on each of these items separately. They both passed unanimously. 17 senior and 21 full members were renewed. Four full members that did not provide the requested documentation will be lowered to provisional membership.

Nursing - The committee asked for clarification regarding the department’s recommendation to renew. Wright called the chair of the personnel committee to verify that the members were to be renewed. She confirmed that they intended renewal for all of the senior and full members. Waas moved approval of the department’s recommendations for Graduate Faculty renewal, Sims seconded the motion, which carried unanimously. 4 senior and 6 full members were renewed.

The Committee asked Bond to ask both the School of Music and School of Nursing and Health Studies why they are not promoting full members to senior members that meet or exceed the credentials of faculty currently holding senior membership.

Bond reported that he contacted Director Boughton in the School of Art to clarify the committee’s concerns regarding senior membership for those that do not have a Ph.D.
This concern was raised because the Art Ph.D. program has been approved and faculty with an M.F.A. degree should not be directing dissertation committees. Director Boughton assured Bond that departmental faculty with only an M.F.A. degree would not be directing dissertation committees. Factor confirmed that only those faculty who have received their doctoral degrees would be serving as dissertation directors for Art Ph.D. students. Bose requested that the department add a statement to their graduate faculty membership criteria clearly stating that senior members must have a doctoral degree to direct dissertations. He also requested that a brief statement be added to the Graduate Catalog. The Council moved to approve all promotions and renewals forwarded by the School of Art under the condition the changes are made to the requirements. The Council also moved approval of the other recommendations as forwarded by the Graduate Faculty Membership Committee. The motion carried unanimously.

New Business

**Multidisciplinary Research Cluster Proposals:** Bose reported that only one member of the Research and Artistry Committee was a lead author on a proposal; therefore, eight members of the committee were able to serve. Bose consulted Provost Alden regarding additional membership to this committee. Provost Alden recommended asking either Presidential Research Professors or Distinguished Research Professors. Jim Erman, Department of Chemistry, has agreed to serve. After the Research and Artistry Committee reviews the proposals, Bose will take the proposals to the Provost and Council of Deans to make sure that these research agendas fit within the colleges’ strategic plans.

**Interim Vice President for Research and Graduate Studies:** Bose announced that Jim Erman will serve as interim Vice President for Research and Graduate Studies beginning July 1 in the Division of Research and Graduate Studies. The Provost plans to create a search committee in the fall in order to do a national search for this position. Bose expressed confidence in Erman’s ability to understand research issues and graduate education and to lead the university. He is delighted that Erman has agreed to serve during the interim period.

**Thank Members:** Bose thanked members who would not be returning in the fall for their service on the Council. He expressed appreciation to Barbe, Factor, Gupta, Lash, Shaw, Sims, and Waas for their service on the Graduate Council.

Meeting adjourned at 10:50 a.m.