Minutes Approved at the 592nd Meeting – December 6, 2010

GRADUATE COUNCIL MINUTES
591st Meeting
November 1, 2010

MEMBERS PRESENT: Arado, Barnes, Bennardo, Bond, Gowen, Hathaway, Holt, Kim, Konen, Macdonald, Osorio, Sagarin, Sunderlin, Umoren, Walker, Zittel

MEMBERS ABSENT: Battula, Chown, Eckdahl, Evans, Frank, Freeman, Liu, Menke, Niemi, Smith, Von Hagel

OTHERS PRESENT: Smith (Catalog Editor/Curriculum Coordinator), Wright (Secretary)

Giovanni Bennardo, Assistant Chair, called the meeting to order at 10 a.m. He informed the Council that Lisa Freeman had an urgent matter come up and was unable to attend the meeting.

Approval of Minutes

Holt moved approval of the October 4, 2010 minutes; Macdonald seconded the motion, which carried unanimously.

Committee Reports

Standards Committee: Macdonald presented the following changes to the Graduate Catalog:

At the October 18, 2010 Standards Committee agreed to include the following changes in the Graduate Catalog and now recommends them to the Graduate Council for approval:

ITEM 1: 2010-2011 Graduate Catalog, p. 18.

Matriculation; Deferral of Admission

In order to establish their admission, graduate students must enroll in the semester or summer session for which they are admitted, indicated in the letter of admission from the Graduate School. At the discretion of the office of the dean of the Graduate School and with permission of the major department, matriculation may be deferred up to but not beyond two one calendar years. The request for deferral . . .
Justification: Over the past several years, the Graduate Council has reduced from two years to one all manner of issues related to graduate student matriculation and enrollment. Those issues include stop-outs, leaves of absence, and the shelf-life of an application. Reducing the deferral period from two years to one will bring it into alignment with other periods related to matriculation and enrollment.

ITEM 2: 2010-2011 Graduate Catalog, p. 30.

Requirements for the Degrees
Master of Accounting Science
Master of Arts
↓
Thesis
↓

In special situations, and only with the approval of the faculty director(s) and committee(s), students may collaborate on some aspects of the work contributing to their theses. However, each thesis submitted to the Graduate School for approval must be a unique product with the degree candidate as the sole author and with due acknowledgment of the contributions of collaborators; and the author must demonstrate to his or her committee satisfactory command of all aspects of the work presented.

A student must be registered in the term of the oral defense of the thesis. A student must be in good academic standing, both overall and in the degree program, to be eligible to submit a thesis to the Graduate School or to have a thesis defense.

Justification: The catalog requires registration when a student takes qualifying and comprehensive examinations and when a student defends a dissertation. Requiring registration during the term of a thesis defense properly recognize the use of university resources during the final substantive stages of thesis work. The stipulation would also clarify that students should be in good standing at the time of a defense.
Requirements for the Degrees

Doctor of Education

Doctor of Philosophy

Credit Requirements

Graduate students working for a doctoral degree must complete at least 90 semester hours of graduate work beyond the baccalaureate degree. Departments may waive 30 semester hours for students holding a masters degree in the same field or a related one, allowing the doctoral degree to be completed with 60 semester hours. The hour requirement for a doctoral degree includes formal course work, independent study, research, and the dissertation. Some doctoral programs require more than 90 semester hours.

The minimum GPA requirement of 3.0 applies to all graduate courses taken at NIU and applicable to the degree. Some programs require a higher GPA. Consult the departmental sections of this catalog for other requirements. Transfer credit will be allowed at the discretion of the department concerned and the office of the dean of the Graduate School. For a student applying graduate work from another institution toward the semester-hour requirements of a doctoral degree, the sum of the transfer credit may not exceed 24 semester hours. Although most of the work will be in the student’s major field, at the discretion of the major department some course work may be taken in related fields. The departmental sections of this catalog should be consulted for other requirements.

Justification: Last year, the Graduate Council clarified the distinction between transfer credit (i.e. the application of individual courses taken elsewhere to satisfy degree requirements at NIU) and waiving 30-hours of credit toward the doctoral degree when a doctoral student has completed a master’s degree at another institution. This paragraph was inadvertently left out of the revision, and “transfer credit” referred to above actually reflects the notion of waiving hours. Transfer credit is addressed in a subsequent section of the catalog: “With the approval of the student’s committee chair, major department, and the office of the dean of the Graduate School, up to 15 semester hours of credit for plus courses taken subsequent to the master’s degree and completed with grades of B or better from departments offering graduate programs above the master’s level at other accredited institutions, may be accepted as credit toward a doctoral degree at NIU.”
ITEM 4: 2010-2011 Graduate Catalog, p. 38

Special Fees

Doctoral dissertation (microfilming) fee: $65.00
Masters thesis (microfilming) fee: $45.00

Justification: Filing fees for dissertations and theses are set by Pro-Quest. Effective September 27, 2010, Pro-Quest no longer charges the fees.

Sunderlin asked for clarification regarding cases in which a student would not be required to register for thesis/dissertations hours. Bond stated if all the requirements for degree are complete before the start of the semester then the student is not required to register. For example, the student completes in December, which is too late for December graduation. The student is technically done, but will not graduate until Spring. Macdonald asked whether or not the Graduate School still provides a letter of completion. Bond stated that there are more options for providing completion date besides the letter of completion, including a notation on the transcript.

Gowen moved approval of the recommendations, Sunderlin seconded the motion, which was unanimously approved.

Curriculum Committee: Bond presented the October 11, 2010 Curriculum Committee Minutes for approval. Macdonald moved approval, Umoren seconded the motion, which was unanimously approved. The following new courses, course deletions, course revisions, and other catalog changes in the catalog copy were approved:

ALL UNIVERSITY SECTIONS
Interdisciplinary Academic Centers, Institutes, and Courses
Concentration in Latin American Studies – Requirements – Three of the following (9) (deleted POLS 569)

Inter-college Interdisciplinary Certificates
Homeland Security – Health Sciences Track (deleted PHHE 502 and added PHHE 605)

COLLEGE OF BUSINESS
Page 56, 2010-11 Graduate Catalog – Executive Master of Business Administration (addition of Fast-Trak Master of Business Administration)

Department of Accountancy
ACCY 531 (course revision – effective Spring 2012)
COLLEGE OF EDUCATION
Department of Educational Technology, Research and Assessment
ETRA 524 (course addition)

Department of Teaching and Learning
TLSE 512, 513 (course revisions)

Page 120, 2009-10 Graduate Catalog – Certificates of Graduate Study (addition of Curricular and Pedagogical Practices in Social Justice Education (18)

COLLEGE OF ENGINEERING AND ENGINEERING TECHNOLOGY
Department of Science in Industrial and Systems Engineering – Requirements (revisions)

COLLEGE OF HEALTH AND HUMAN SCIENCES
School of Nursing and Health Studies
NUHS 613 (course revision)

COLLEGE OF LIBERAL ARTS AND SCIENCES
WOMS 524 (course addition)
WOMS 602 (course revision)
Page 182, 2010-11 Graduate Catalog – Certificates of Graduate Study – Women’s Studies (addition of FCNS 674, FLSP 539, and WOMS 524 and deletion of NURS 678)

Department of Economics
ECON 593 (course deletion)

Department of Foreign Languages and Literatures
FLAL 520 (course addition)
FLFR 537, 540 (course additions)
FLFR 545 (course revisions)
Page 219, 2010-11 Graduate Catalog – Specialization in French (deletion of FLFR 585 and addition of FLAL 520, FLFR 537, FLFR 540, and FLFR 545)

Department of Political Science
POLS 510, 511, 512, 539, 550, 551, 552, 556, 569, 580, 583, 593X, 624 (course deletions)
POLS 611, 689 (course additions)

COLLEGE OF VISUAL AND PERFORMING ARTS
School of Theatre and Dance
THEA 535 (course deletion)
THEA 535, 536, 537 (course additions)
THEA 579 (course revision)
New Business

Update on Dean Search: Wright updated the Council on the progress of the Dean of the Graduate School Search. She stated that the details of the search process including the job ad obtained the necessary approvals and the job ad was scheduled to be posted within the week. The Search Committee met and revised the ad and once approved the revised version will be posted.

Old Business

Selection of the 2010-2011 Graduate Student Representative to the Responsible Conduct of Scholarship Committee: Bennardo read the committee the three nominations forwarded. Last year the representative was from the Department of English within the College of Liberal Arts and Sciences. Macdonald moved acceptance of the nomination of Alice Dechene, College of Education in order to give other colleges an opportunity for membership. Hathaway seconded the nomination which was unanimously approved.

Announcements

Call for Proposals 2011 Graduate Student Research Conference: Smith was unable to attend the meeting, so Bennardo asked that this item be added to the next meeting agenda.

Honorary Degree Call for Nominations: Wright announced that the Honorary Degree Call for Nominations was distributed. The deadline for nominations is December 17, 2010.

Federal Research Priorities Webinar: Wright announced that the Division of Research and Graduate Studies and the Office of Federal Government Relations were hosting a three-day webinar regarding Federal Research Priorities FY11. The webinar is free and open to all faculty, staff, postdocs, and students. It is being held Monday, November 8 through Wednesday, November 10 from 10 a.m. – 4 p.m. and the agenda is available online.

Meeting adjourned at 10:19 a.m.