

Minutes Approved Via Email – September 2017

GRADUATE COUNCIL MINUTES  
635th Meeting  
September 11, 2017

MEMBERS PRESENT: Barnes, Clarke Arado, Bond, Gallaher, Gowen, Herrmann, Hoerchler, Howell, Hwang, James, Jones, Kortegast, La France, Mantzke, Mukhopadhyay, Nordli, Olson, Osorio, Polansky, Radasanu, Shah, Shelton, Smith, Van Wienen, Wilkins

MEMBERS ABSENT: Bammidi, Beyer, Sciammarella

GUEST: Hathaway (for Beyer)

OTHERS PRESENT: Hughes (Secretary)

Brad Bond, Dean of the Graduate School, called the meeting to order at 10:03 a.m. He welcomed new and returning members to the first meeting of the academic year. Bond asked each member to introduce themselves.

Priority Business

***Establishment of Standing Committees of the Graduate Council:*** Graduate Council members were previously asked to choose committees on which they would be interested in serving. Faculty members generally serve on two standing committees and were assigned to at least one of their choice. Graduate students serve on one committee. Additional vacancies will be filled with non-Council members to ensure appropriate representation by college. The list of membership on standing committees was approved by Graduate Council.

***Selection of an Assistant Chair of the Graduate Council:*** This person serves as acting chair when the chair is absent and assists with creating the agenda when called upon. The assistant chair also serves as an *ex officio* member on the University Council and Faculty Senate. Wilkins nominated Kortegast to serve in this capacity. Kortegast accepted the nomination, which was unanimously approved by Graduate Council.

***Selection of Representatives to University Committees:*** There were three university committees requiring graduate student representation. Prior to the meeting, Mounika Bammidi (OMIS) volunteered to serve on the Libraries Advisory Committee, and Saurav Mukhopadhyay (ETRA) volunteered to serve on the University Assessment Panel. Bond asked for nominations or a volunteer for the Campus Security and Environmental Quality Committee. Jennifer Hwang (AHCD) volunteered, then quickly realized her class schedule conflicted with the meeting time. Bond indicated he would seek out a graduate student representative to serve on that committee.

Bond asked for volunteers for the Graduate School/faculty vacancies on university committees. There were no takers. Bond stated he would continue to represent the Graduate School on the Academic Planning Council and the University Committee on Initial Educator Licensure (formerly CITC). He indicated he would try to find faculty representatives to serve on the University Committee on Advanced Non-Teaching Educator Licensure Programs (formerly CAPCE) and the University Outreach Advisory Committee.

Graduate Council approved the nominations for university committees.

### Committee Reports

***Criminal Disclosure Review Committee Report:*** Bond reviewed the report that was distributed prior to the meeting. Applicants must indicate on the Graduate School application whether they have ever been convicted of a felony or have felony charges pending. If an applicant discloses a conviction or pending charge, the applicant is asked to provide court and police documents related to the case, so that the Graduate Council committee can determine if the application can be considered. The committee consists of representatives from the Graduate Council and one representative each from Housing and Residential Services, Student Conduct, and General Counsel. The committee met four times in person and once via email over the past year to review seven cases. All seven applicants were permitted to proceed with the application process.

***Graduate Council Appeals Committee Report:*** Bond briefly reviewed the previously distributed report. The committee met three times in person and twice via email. The committee reviewed eighty-five appeals between September 2016 and August 2017. Seventy-three of the appeals were typical reinstatement requests, of which all but fourteen were approved. Six appeals for a third attempt at a qualifying or comprehensive exam were approved. Three appeals requesting an exception to the limitation of time policy were granted. An appeal from a student with a baccalaureate degree from a non-accredited institution was granted approval to proceed with the application process. Another appeal from an undergraduate student requesting early admission was approved. One appeal from a student requesting a refund of tuition was denied.

***Graduate Council Curriculum Committee:*** Howell briefly reviewed previously distributed information about a curricular item that was tabled in Spring 2016 because of unresolved duplication of course issues between departments. The matter was resolved over the summer and now requires Graduate Council approval. The curricular item is a new course proposal, LTIC 715, Usage-based Linguistics in the Classroom, requested by Literacy and Elementary Education (now Curriculum and Instruction). Howell moved approval of the new course; Van Wienen seconded the motion, which carried unanimously.

### Other Business

One student member inquired about the role of graduate students on the Graduate Council. Bond stated that graduate student members have voting power and play an important role for the Graduate Council and for NIU graduate students. He encouraged

student members to be active participants and to get involved. Bond thanked everyone, especially the graduate students, for volunteering to serve on the Graduate Council.

Bond indicated that the October meeting would likely be canceled since standing committees will not have met, unless members have specific agenda items. A call for agenda items will go out at least a week in advance of each meeting.

Meeting adjourned at 10:17 a.m.