GRADUATE COUNCIL MINUTES APPROVED

686th Meeting Sept 9, 2024

MEMBERS PRESENT: Arado, Andzik, Barnes, Becker, Biokoro, Chen, Cooke, Fickling, Finley,

Fletcher, Floyd, Frank, Garver, Gericke, Klis, Lundstrum, McFarland, Notebaert, Ricklefs, Rohl, Sosin, Sivakumar, A. Wu, K.Wu, Xia

MEMBERS ABSENT: Swingley

OTHERS PRESENT: Beebe, Doane, Laudick, Matuszewich, Reyman, Van Dijk

Called to Order

Acting Dean Reyman called the meeting to order at 10:00 am.

Approval of Minutes

The minutes from the May 1, 2024, meeting were approved on May 10, 2024.

Announcements (Reyman)

* Thank you to faculty and staff for the warm welcome to graduate students, for the support of the welcome back events hosted by the Graduate School, and for the enrollment and retention efforts toward our 10-day Fall 2024 enrollment goals.
* Information about professional development programming for graduate students for Fall 2024 is now available on the Graduate School website.

Priority Business

* Acting Dean Reyman provided an overview of established Graduate Council Committees. An announcement of remaining opportunities to serve was outlined to the council.
* A faculty member was selected to be 2024-2025 assistant chair of the Graduate Council. Andrew Notebaert was self-nominated, moved by Floyd, seconded by Garver, motion carried, Notebaert approved.
* A faculty member was selected to be the Univ. Outreach Advisory Committee representative. Marcia Cooke was self-nominated, moved by Klis, seconded by Garver, motion carried Cooke approved.
* Graduate student representatives were selected to serve on university committees for AY2024- 2025. Student representatives were nominated by the colleges Klis moved to approve, seconded by Garver, motion carried.

Committee Reports

* Graduate Appeals Committee reports
	+ Acting Dean Reyman reviewed the annual committee report and committee meeting report with the Council.
* Criminal Disclosure Committee reports
	+ Executive Director Laudick provided an overview of Criminal Disclosure Committee work. The annual report and committee meeting from May was presented to the council. No cases were brought forward during the summer months.

New Business

* Mission Statement for the Graduate School
	+ Acting Dean Reyman invited feedback regarding the Graduate School’s mission statement. Laudick read a drafted mission statement and discussion amongst council members followed.
	+ Feedback was invited through September 20, 2024. Old Business
* Executive Director Laudick provided a Slate implementation update to the council.
	+ Fully integrated into the Slate admission process Spring 2025 and forward.
	+ CollegeNet system is being phased out and will no longer be in use after the Fall 2024 semester.

Announcements

* On behalf of the History Department Valerie Garver invites you to attend a presentation by Clint Smith, staff writer for *The Atlantic* on Thursday September 12, in Altgeld Auditorium.
* Acting Dean Reyman and Executive Director Laudick gave an update on the Graduate School student forms being moved to the Kuali system.

 Adjournment

* Adjourned at 10:48am

Next Meeting

* Next meeting is scheduled for October 7, 2024, 10:00 am.

Minutes

* Minutes respectfully submitted by: Kayla Doane, The Graduate School

August 8, 2024

**MEMORANDUM**

**TO:** Graduate Council

**FROM:** Dr. Jessica Reyman, Associate Dean of the Graduate School 

**SUBJECT:** Annual Report of the Graduate Council Appeals Committee

Over the past twelve months, the Graduate Council Appeals Committee convened three times through Microsoft Teams virtual meetings.

The committee reviewed 42 appeals during that time. Of the 42 appeals, 2 appeals were denied and 40 appeals were approved.



August 22, 2024

To: Graduate Council Members From: Appeals Committee

Re: Report from the June 13th and August 22nd Appeals Committee Meeting

The Appeals Committee met on Thursday, June 13, 2024, to discuss Spring Semester Academic Dismissal Appeals. There were 17 appeals. The appeals were reviewed by the committee and 17 students were reinstated for the Summer 2024 Semester.

The Appeals Committee met on Thursday, August 22, 2024 to discuss Summer Semester Academic Dismissal Appeals. There were 7 appeals. The appeals were reviewed by the committee and 6 students were reinstated for the Fall 2024 Semester. One student was denied and encouraged to submit further documentation as well as meet with an academic advisor to discuss an academic course plan.

September 9th, 2024

**MEMORANDUM**

**TO:** Graduate Council

**FROM:** Dr. Janelle Laudick, Executive Director of Graduate Enrollment

**SUBJECT:** 2023-24 Annual Report of Criminal Disclosure Review Committee

# Business Practice Updates

The Criminal Disclosure Committee met monthly as needed throughout the academic year to review the materials and additional information submitted by any individual who indicated during the graduate admission process that they had been involved in a criminal activity that met the criteria established by NIU for campus safety consideration. The committee is tasked with assessing the individual’s dossier to determine if he/she might pose a risk to the NIU community if enrolled and based on that assessment, to also determine if he/she is approved to move forward in enrollment.

During the 2023-24 academic year, the Graduate School modified the criminal disclosure review process and moved the required criminal disclosure steps from the application for graduate admission (disclosed prior to admission decision review) to the stage of the admission process between decision release (NIU) and confirmation of the admission decision (student). This criminal disclosure process modification aligned with the larger graduate admission systems transition that occurred between Fall 2024 admit term (CollegeNET) and Spring 2025 admit term (Slate).

# Cases Reviewed & Outcomes

During the 2023-2024 academic year, the Criminal Disclosure Committee reviewed four individual cases. Three of the four cases were approved to matriculate through the admission process, with minimal concerns. The fourth case required the student to supply more information before a decision can be made by the committee. That case is pending until further notice.

# 2023-24 Committee Representatives

* Chair: Janelle Laudick, executive director of graduate enrollment (The Graduate School, non- voting)
* Jessica Reyman, associate dean (The Graduate School, non-voting)
* Tom O’Grady (NIU General Counsel, non-voting)
* Jennifer Manning, executive director of Holmes Student Center (Division of Student Affairs)
* Joy Mitchell, director of Student Conduct (Division of Student Affairs)
* Chris Hill, assistant professor (College of Education)
* Rebecca Hunt, associate professor (College of Education)
* Wayne Finley, professor (NIU Libraries)
* Matt Wilson, associate professor (College of Health and Human Sciences)
* Annahi Contreras (Graduate Student Representative)

May 20th, 2024

To: Graduate Council Members

From: Chair of Criminal Disclosure Committee Re: Committee Report

**Date of the meeting:** Monday May 20th, 2024

**Led By:** Executive Director Laudick

**Cases Reviewed:** The committee reviewed two cases. One case was approved by the committee to matriculate through the admissions process. The second case the student did not provide enough information for the committee to make a formal decision. The committee asks Executive director Laudick to ask the student to provide more information upon submitting the application.

# Other Information:

**Attendance**:

Present:

Chair: Janelle Laudick, executive director of graduate enrollment (The Graduate School, non-voting) Jessica Reyman, associate dean (The Graduate School, non-voting)

Chris Hill, assistant professor (College of Education) Rebecca Hunt, associate professor (College of Education) Wayne Finley, professor (NIU Libraries)

Matt Wilson, associate professor (College of Health and Human Sciences) Joy Mitchell, director of Student Conduct (Division of Student Affairs) **Absent:**

Annahi Contreras (Graduate Student Representative) Tom O’Grady (NIU General Counsel, non-voting)

Jennifer Manning, executive director of Holmes Student Center (Division of Student Affairs)

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Jennifer Manning, executive director of Holmes Student Center (Division of Student Affairs) Joy Mitchell, director of Student Conduct (Division of Student Affairs)

