

GRADUATE COUNCIL MINUTES
Tuesday, October 29, 2019, 9:00 a.m., Stevenson 401A

Call to Order

The meeting was called to order at 9:00 by Noelle Selkow, Interim Director of Graduate Studies.

MEMBERS PRESENT

Membership/Student

Development Committee: Connie DeVeer, Sonia Kline, Nweze Nnakwe, Carla Pohl, Georgia Tsouvala
Curriculum Committee: Kim Astroth, Kristin Carlson, Art Martinez, Rick Nagorski, Justin Stanek
Research Committee: Emily Jones, Dawn McBride, Cherrill Stockmann
Graduate Student: Heather O'Leary

MEMBERS ABSENT

Membership/Student

Development Committee: Matt Nelson
Curriculum Committee: John Rugutt
Research Committee: Ui-Jeen Yu
Graduate Student: Zachary Taylor

Also present: Rachel Caracci, Associate Director of Graduate Studies; Dana Davidson; and Kim Shennett from the Graduate School

Approval of Minutes

Nweze Nnakwe moved to approve the minutes of April 23, 2019. Rick Nagorski seconded. All approved with one abstention.

Administrative report

- a. Incoming Council members welcomed

Membership/Student Development committee

Georgia Tsouvala – History/CAS
Connie DeVeer – Theatre & Dance/CFA

Graduate Curriculum Committee

Justin Stanek – Kinesiology and Recreation/CAST
Kristin Carlson – Arts Technology/CFA

Research

Emily Jones – Kinesiology and Recreation/CAST
Cherrill Stockmann – Mennonite College of Nursing

- b. Graduate census data

Graduate enrollment up 100 students, total enrollment = 2,628. Highest in 10 years.

- c. 2019-20 Graduate School initiatives

- i. Admitted student Open House – Spring 2020. Hosted first in spring 2019 - Seventy-five attended.
- ii. Expected student Open House – November 8th - 175 currently registered.
- iii. Graduate School Newsletter – Started in spring 2019 – events and topics of interest - emailed to all graduate students and Graduate Coordinator listserv every Tuesday.

- iv. Writing bootcamps – To continue throughout fall and spring semesters. Provide graduate students with dates, times, and locations to concentrate on their writing. Graduate Council student representative, Heather O’Leary, ENG, is assisting.
- v. The Visor Center and English – Spring 2020. Two full-time students to assist graduate students with writing. Hope to also offer assistance via Zoom.
- vi. Emerging Leader Program – Spring 2020. Twenty-five to thirty students will meet four times a semester to attend leadership workshops.
- vii. New position in Graduate School – Fall 2019. Graduate Outreach and Funding Coordinator - search underway. This position will coordinate publications, workshops, Post-doc domestic fellowships and training activities, locate external funding, etc.

Committee reports

a. Membership/Student Development

Applications reviewed for two fall scholarships.

i. Scholarships – awarded

Ora Bretall

Jacqueline Hester	PhD	EAF
Iresha Jayasinghe	MS	BSC
Jillian Merrifield	PhD	ENG
DuJuan Smith	PhD	EAF

Lela Winegarner

Frederick Adomako	MS	AGR
Akua Anokye	MS	SWK
Bertha Assan-Sackey	MS	MAT
Anamika Datta	MS	MBA
Ananya Debnath	MS	MBA
Pascal Eyimegwu	MS	CHE
Bindu Gokila	MS	TEC
Leonard Hamidu	MS	ECO
Glory Igharo	MS	TEC
Iresha Jayasinghe	MS	BSC
Daina Mwangi	MS	TEC
Nkeiruka Nwobodo	MS	ENG
Viraj Patel	MS	COM
Osahon Ukpebor	MS	GEO
Nargiza Yusupova	MS	POL

ii. Graduate Faculty Nominations

Fall nominations reviewed. Report submitted, Council accepted it.

b. Curriculum

i. Report submitted, Council accepted it.

c. Research

- i. Dissertation Completion Grant applications reviewed, ten awarded.

Stephanie AuBuchon	SCH PSY
John Blakeman	NUR
Kirstin Johnson	SCH PSY
Brian Klein	SCH PSY
Lynn Mackey	EAF
Trevor Rickerd	BSC
Amy Roehrig	MATH ED
Amy Smith	TCH & LRN
Courtney Sutton	ENG
Ellen Wing	SCH PSY

d. GSAC/GSA

- i. No report

Old business

- a. None

New business

- a. New Graduate Student Dismissal Appeals Procedure

Currently no formal dismissal appeals process for students at the graduate level. After discussion of proposed process, Georgia Tsouvava moved to approve new procedure, Nweze Nnakwe seconded. All approved.

Procedure for Appeal of Dismissal from a Graduate Program

Students who are dismissed from a graduate program can use this appeal procedure. If a student is dismissed from more than one program at the same time, they must appeal each dismissal separately.

- i. To appeal a dismissal from their graduate program a student must submit a written letter to the College Dean or designee within 5 business days from the date of the dismissal letter. The written appeal letter should clearly outline the reason for the appeal the facts and circumstances leading to the dismissal, and a written plan with benchmarks to continue successfully in the graduate program.
- ii. Upon receipt of the appeal, the College Dean or designee will notify the School Director/Department Chair that issued the dismissal, Graduate Program Coordinator, registrar's office, and Director of the Graduate School. The student, graduate program coordinator, and/or any other individuals that may be of assistance in the review of the appeal can be interviewed or asked to provide further written information. The intention of this step in the process is to be thorough, but timely with a response.
- iii. The student will maintain course enrollment until a decision on the appeal is reached.
- iv. After considering all available information, the College Dean will provide a written response to the student on the decision of the appeal.
- v. If the dismissal is upheld, the student will be dropped from enrolled courses and become inactive.

If the dismissal is overturned, the student will remain in the program and any required benchmarks for continued enrollment will be communicated in writing.

b. Graduate Certificates

The Illinois Board of Higher Education (IBHE) no longer requires a specific number of hours to complete a graduate certificate program. Graduate School policy currently states, “A minimum of 9 semester hours but no more than 17 hours beyond the bachelor’s degree is required to complete a post-baccalaureate certificate” and “A minimum of 24 semester hours of coursework beyond the master’s degree but fewer than a doctoral degree is required to complete a post-master’s certificate program”.

Council discussed amending the policy to a blanket statement covering all certificates, “A minimum of 9 semester hours is required to complete a Graduate Certificate”. Plus, both types will be referred to collectively as, “Graduate Certificates”. The two types will continue to be used by IBHE, the Curriculum Forms system, on transcripts, in the Graduate Catalog, and by Admissions.

Kim Astroth moved to approve amending the policy and the reference to certificates. Emily Jones seconded. All approved.

c. Standing hours for Doctoral Professional Programs

Members discussed the sharing of 24 credit hours from a master’s program to a professional doctoral program. This will reduce credit hours required for completion due to overlap of the same courses required for both degrees. Only applies to courses completed within 5 years of admission to the professional doctoral program. Sharing of hours only applies to professional doctoral programs. Doctoral research programs, master’s programs and graduate certificates are not eligible.

A motion was made by Kim Astroth for this to become policy. Cherrill Stockmann seconded. All approved.

d. Task force on Graduate School

Provost recommended university-wide focus meetings and open forums regarding the future of Graduate School. A task force is being formed.

e. Committee Chairs

Each committee selected a committee chair.

Adjournment

GRADUATE CURRICULUM COMMITTEE REPORT

Submitted to the Graduate Council October 29, 2019. For complete curriculum proposal information please see the University’s Curriculum Proposal site:

registrar.ilstu.edu/curriculumforms/

FOR INFORMATION

New Courses

AGR 408 Swine Management

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=705>

AGR 409 Beef Management

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=713>

AGR 425 Equine Management I

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=707>

AGR 426 Small Ruminant Management

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=708>

AGR 465 Production Livestock Management

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=712>

AGR 472 Applied Reproduction and Breeding Management

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=710>

AGR 480 Current Issues in Livestock Industry

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=711>

CJS 314 GIScience: Crime Mapping in Criminal Justice

<https://registrarforms.illinoisstate.edu/curriculumforms/NewCourseView.aspx?ID=1348>

CJS 315 Crimes of the Powerful

<https://registrarforms.illinoisstate.edu/curriculumforms/NewCourseView.aspx?ID=1349>

CJS 416 Cybercrime

<https://registrarforms.illinoisstate.edu/curriculumforms/GradNewCourseView.aspx?ID=665>

COM 406 Documentary Storytelling and Production

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=735>

FCS 467 Fashion Merchandising

<https://registrarforms.illinoisstate.edu/curriculumforms/GradNewCourseView.aspx?ID=648>

FCS 472 Special Topics in Fashion Design and Merchandising

<https://registrarforms.illinoisstate.edu/curriculumforms/GradNewCourseView.aspx?ID=647>

FCS 479 Fashion Retailing

<https://registrarforms.illinoisstate.edu/curriculumforms/GradNewCourseView.aspx?ID=646>

MQM 440 Dynamics of Negotiation

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=650>

NUR 563 Human Resource Management and Strategic Planning in Healthcare

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=736>

SED 439 Embedding the Expanded Core Curriculum

<https://registrarforms.illinoisstate.edu/curriculumforms/GradNewCourseView.aspx?ID=668>

THE 306 Documentary Storytelling and Production

<https://registrarforms.illinoisstate.edu/curriculumforms/NewCourseView.aspx?ID=1353>

Deletion of Courses

AGR 381.01 Livestock Industry: Beef Cattle

<https://registrarforms.illinoisstate.edu/CurriculumForms/DeleteCourseView.aspx?ID=173>

AGR 381.03 Livestock Industry: Swine

<https://registrarforms.illinoisstate.edu/CurriculumForms/DeleteCourseView.aspx?ID=172>

AGR 386 Animal Welfare

<https://registrarforms.illinoisstate.edu/CurriculumForms/DeleteCourseView.aspx?ID=176>

COM 352 Documentary Storytelling and Production

<https://registrarforms.illinoisstate.edu/CurriculumForms/DeleteCourseView.aspx?ID=169>

Revision of Courses

COM 352 Documentary Storytelling and Production

<https://registrarforms.illinoisstate.edu/CurriculumForms/ReviseCourseView.aspx?ID=1486>

FCS 369 Merchandise Planning and Control

<https://registrarforms.illinoisstate.edu/curriculumforms/ReviseCourseView.aspx?ID=1484>

MQM 482 Organizational Leadership

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradReviseCourseView.aspx?ID=143>

MQM 483 Applied Organizational Leadership

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradReviseCourseView.aspx?ID=144>

MQM 484 Building High Performance Organizations

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradReviseCourseView.aspx?ID=145>

Editorial Revision to Courses

ENG 375 Young Adult Literature

<https://registrarforms.illinoisstate.edu/CurriculumForms/EditorialRequestView.aspx?ID=1527>

FCS 307 Advanced Child Development Applications

<https://registrarforms.illinoisstate.edu/curriculumforms/EditorialRequestView.aspx?ID=1475>

FCS 308 Organization and Administration of Early Childhood Programs

<https://registrarforms.illinoisstate.edu/curriculumforms/EditorialRequestView.aspx?ID=1476>

FCS 314 Early Childhood Nutrition Education

<https://registrarforms.illinoisstate.edu/curriculumforms/EditorialRequestView.aspx?ID=1477>

FCS 370 Interior Design II: Studio

<https://registrarforms.illinoisstate.edu/curriculumforms/EditorialRequestView.aspx?ID=1519>

FCS 403 Children in Healthcare Settings

<https://registrarforms.illinoisstate.edu/curriculumforms/EditorialRequestView.aspx?ID=1479>

FCS 404 Seminar in Child Life Studies

<https://registrarforms.illinoisstate.edu/curriculumforms/EditorialRequestView.aspx?ID=1480>

FCS 406 Psychosocial Care of Children and Families in Healthcare Environments

<https://registrarforms.illinoisstate.edu/curriculumforms/EditorialRequestView.aspx?ID=1481>

GEO 308 Statistics for Geographers 2

<https://registrarforms.illinoisstate.edu/curriculumforms/EditorialRequestView.aspx?ID=1469>

GEO 344 Biogeography: Distribution of Life

<https://registrarforms.illinoisstate.edu/curriculumforms/EditorialRequestView.aspx?ID=1470>

HIS 390 History-Social Science Teaching Methodology II

<https://registrarforms.illinoisstate.edu/curriculumforms/EditorialRequestView.aspx?ID=1483>

IDS 406 Business Modules

<https://registrarforms.illinoisstate.edu/curriculumforms/EditorialRequestView.aspx?ID=1455>

IDS 407 GMAT Prep

<https://registrarforms.illinoisstate.edu/curriculumforms/EditorialRequestView.aspx?ID=1456>

MUS 371 Special Music Education

<https://registrarforms.illinoisstate.edu/curriculumforms/EditorialRequestView.aspx?ID=1466>

PHI 305 Topics in Contemporary Philosophy

<https://registrarforms.illinoisstate.edu/curriculumforms/EditorialRequestView.aspx?ID=1490>

PHI 310 Topics in Philosophy of Science

<https://registrarforms.illinoisstate.edu/curriculumforms/EditorialRequestView.aspx?ID=1491>

PHI 315 Topics in Mind and Language

<https://registrarforms.illinoisstate.edu/curriculumforms/EditorialRequestView.aspx?ID=1492>

PHI 330 Topics in Moral Theory

<https://registrarforms.illinoisstate.edu/curriculumforms/EditorialRequestView.aspx?ID=1493>

PHI 340 Topics in Legal and Political Philosophy

<https://registrarforms.illinoisstate.edu/curriculumforms/EditorialRequestView.aspx?ID=1494>

PHI 350 Topics in the History of Philosophy

<https://registrarforms.illinoisstate.edu/curriculumforms/EditorialRequestView.aspx?ID=1495>

PHI 363 Topics in Metaphysics and Epistemology

<https://registrarforms.illinoisstate.edu/curriculumforms/EditorialRequestView.aspx?ID=1496>

PSY 346 Psychology of Exceptional Children

<https://registrarforms.illinoisstate.edu/curriculumforms/EditorialRequestView.aspx?ID=1471>

PSY 503 Doctoral Research Proseminar in School Psychology

<https://registrarforms.illinoisstate.edu/curriculumforms/EditorialRequestView.aspx?ID=1464>

TEC 307 Competencies for Teaching

<https://registrarforms.illinoisstate.edu/CurriculumForms/EditorialRequestView.aspx?ID=1528>

THE 385 Principles of Theatre Teacher Education

<https://registrarforms.illinoisstate.edu/curriculumforms/EditorialRequestView.aspx?ID=1465>

Editorial Revision to Programs

History – Master’s Degree in History

<https://registrarforms.illinoisstate.edu/CurriculumForms/EditorialRequestView.aspx?ID=1538>

Music - MM Degree – Performance Sequence

<https://registrarforms.illinoisstate.edu/curriculumforms/EditorialRequestView.aspx?ID=1484>

New Program

Sequence:

EAF - PH.D. Higher Education Administration

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewProgramView.aspx?ID=87>

Revised Program

Certificate

MQM - Leadership Graduate Certificate

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradReviseProgramView.aspx?ID=157>