

**GRADUATE COUNCIL MINUTES**  
**Tuesday, November 16, 2021, 3:30 p.m., STV 401 and Zoom**

**Call to Order**

The meeting was called to order at 3:33 by Noelle Selkow, Interim Director of Graduate Studies.

**MEMBERS PRESENT**

Membership/Student

Development Committee: Gary Hunter, May Jadallah, Myoung Jin Kim  
Curriculum Committee: Kim Astroth, Becky Beucher, Kristin Carlson, Justin Stanek, Jeffrey Wagman  
Research Committee: Tom Hammond, Hyoil Han, Emily Jones, Cherrill Stockmann  
Graduate Student: Dillon Horter

**MEMBERS ABSENT**

Membership/Student

Development Committee: Connie DeVeer, Phil Mulvey, Georgia Tsouvala  
Curriculum Committee: Meredith Downes  
Research Committee:  
Graduate Student: Ja Tavia Stoot

Also present: Craig McLauchlan, Associate Vice President for Research and Graduate Studies; Rachel Caracci, Associate Director of Graduate Studies; Sarah Dick, Milner Library, Dana Davidson; and Kim Shennett from the Graduate School

**Approval of Minutes**

Tom Hammond moved to approve the minutes of October 12, 2021. Hyoil Han seconded. All approved.

**Administrative report**

- a. Admissions Data
  - i. Graduate applications are up from this time last year, 489 for spring 2022, partly due to fall deferrals; 4 for summer; 120 for fall 2022.
  - ii. Graduate admissions were on track to gain over 100 students per year prior to Covid. Hope to get back on track.
  - iii. Rachel Caracci noted, she and Graduate School's new Recruitment Coordinator, Alexis Adams, will be looking at the application numbers per program next month to discover which programs are increasing their applications and those with declining numbers.
  - iv. An inquiry was made regarding how to assist international students in obtaining visas. Noelle replied, "Graduate Coordinators and Chairs/Directors in several programs have written letters to assist with the visa process. More countries are beginning to open up their visas now."

**Committee Reports**

- a. Membership/Student Development
  - i. Graduate faculty nomination reviews complete. Report submitted. Gary Hunter moved to approve. Tom Hammond seconded. All approved. Report will be forwarded to Provost for approval.

- b. Curriculum
  - i. November curriculum report submitted. Justin Stanek moved to approve. Kim Astroth seconded. All approved with one abstention.
- c. Research
  - i. James L. Fisher Thesis Competition reviews completed. The outstanding thesis of the year:  
Winner : Raeann Huffman (AGR)  
Runner-Up: Austin Calhoun (BSC)
  - ii. Raeann's name was submitted to the Midwest Association of Graduate Schools. Graduate School will pay expenses if Raeann decides to compete.
  - iii. Clarence W. Sorensen Distinguished Dissertation Award submission deadline has been extended to December 3<sup>rd</sup>.

### **Old Business**

- a. Graduate Council Membership Make-up
  - i. One additional comment regarding administrators running for a committee on Council: It is possible administrators will receive more support than faculty due to their position.
  - ii. Noelle suggested members continue to think about topic. Feel free to email comments/concerns to be brought to Council's attention next spring when discussion continues. This includes other sections of Bylaws if changes needed.

### **New Business**

- a. Graduate Teaching Assistants Union Ratification
  - i. Two communications to be released this week from the Provost's Office and Budget Office outlining new contract.
  - ii. Differences in GA stipends due to contract covered by Budget Office.
  - iii. Human Resources to make changes to existing contracts and communicate with students regarding additional stipend pay in November and mandatory fee credit in December.
  - iv. New incoming GA hires beginning summer 2022 and beyond will be paid from department/school operating budgets.
  - v. Noelle will meet with Chairs/Directors/Coordinators to assist in understanding contract.
  - vi. Graduate Assistant Handbook is currently under revision and review by General Counsel. Will hopefully be available on website by December.
- b. Graduate Curriculum Committee Bylaws
  - i. UCC has a proposal to change name of University Curriculum Committee to Undergraduate Curriculum Committee.
  - ii. AVP in Provost's Office can assist with program trends.
  - iii. Martha Horst, President of Academic Senate, provided changes to duties, listed below, these are based on University Curriculum Committee Bylaws.
  - iv. Council will discuss changes in spring. All changes will require approval of graduate faculty and Senate.

### **Section 5. The Graduate Curriculum Committee**

- A. The Graduate Curriculum Committee shall consist of eight members: one member from each of the 6 colleges with graduate programs (College of Applied Science & Technology, Arts & Sciences, Business, Education, Fine Arts, Nursing), one graduate student, and the Director of the Graduate School. The Director of the Graduate School will serve as a non-voting member unless there is a tie vote in which case the Director of the Graduate School (who must have full graduate faculty status) will cast the final vote.

B. Duties of the Graduate Curriculum Committee shall be as follows:

- ~~1. To review proposals dealing with new and/or existing courses or degree programs, review course proposals where unresolved objections exist or which are part of larger degree or sequence proposals, to hold hearings, and to propose their acceptance or rejection;~~
- ~~2. To coordinate efforts with the various College Curriculum Committees as a means of addressing and resolving, in a timely manner, any modifications in course or program proposals which may occur as a result of Graduate Curriculum Committee actions;~~
- ~~3. The chair of the Graduate Curriculum Committee or designee serves as an ad hoc voting member of the Council for Teacher Education Committee and its Curriculum Committee.~~
1. To coordinate the graduate curriculum in general.
2. To provide advice and consultation on any budget decision which would affect funds for graduate curriculum development.
3. To periodically review and analyze existing graduate courses and programs.
4. To coordinate efforts in planning intercollegiate graduate programs.
5. To provide consultation to departments, colleges, and other faculty groups who are planning new additions to the graduate curriculum.
6. To study trends in graduate curriculum nationally and on specific college campuses.
7. To work with the Undergraduate Curriculum Committee as appropriate to coordinate courses and programs.
8. To work with the Academic Planning Committee and the Council for Teacher Education to affect improvement and changes in all areas of graduate curriculum.
9. To communicate to the university community graduate curriculum developments on and off campus.
10. To review and approve or disapprove of all proposals for new graduate courses and programs and for changes in existing graduate courses and programs. Minor changes in existing courses involving course title, content, prerequisites, or number within a given level need not be reviewed by the committee, if accepted by the Director of the Graduate School.
11. To develop procedures for the evaluation of all graduate curriculum proposals and communicate the procedures to the University community.
12. To assure the existence of the function of a curriculum committee in each college
13. To hear appeals from an academic department or equivalent whenever the academic department disagrees with a decision of a college curriculum committee or dean on graduate curriculum matters.
14. Curriculum matters that span between the undergraduate and graduate curriculum committees would be reported to the Academic Affairs Committee.

### Adjournment

## GRADUATE CURRICULUM COMMITTEE REPORT

Submitted to the Graduate Council November 16, 2021. For complete curriculum proposal information please see the University's Curriculum Proposal site:  
[registrar.ilstu.edu/curriculumforms/](https://registrar.ilstu.edu/curriculumforms/)

### FOR INFORMATION

#### **New Courses**

#### **CHE 466a08 Computational Chemistry**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=2598>

#### **COM 455 Research Practicum**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=2628>

**CTK 451 Applied Theory in Creative Technologies**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=2640>

**ENG 410 History and Development of the English Language**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=2135>

**ENG 411 Introduction to Old English Language and Literature**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=2136>

**ENG 420 Chaucer**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=2623>

**ENG 426 Advanced Studies in American Literature**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=2625>

**IB 450 Managing Global Business**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=2639>

**Revised Courses**

**ENG 352 Selected Figures in Global Literature**

<https://registrarforms.illinoisstate.edu/CurriculumForms/ReviseCourseView.aspx?ID=1784>

**MQM 430 Project Management Fundamentals**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradReviseCourseView.aspx?ID=1260>

**NUR 515 Dissertation Proposal Design**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradReviseCourseView.aspx?ID=1269>

**Editorial Revisions to Courses**

**CTK 401 Portfolio Development in Arts Technology**

<https://registrarforms.illinoisstate.edu/CurriculumForms/EditorialRequestView.aspx?ID=2124>

**SWK 400 Independent Study**

<https://registrarforms.illinoisstate.edu/CurriculumForms/EditorialRequestView.aspx?ID=2119>

**WGS 390 Interdisciplinary Research in Women's, Gender, and Sexuality Studies**

<https://registrarforms.illinoisstate.edu/CurriculumForms/EditorialRequestView.aspx?ID=2147>

**WGS 392 Queer and Transgender Theory**

<https://registrarforms.illinoisstate.edu/CurriculumForms/EditorialRequestView.aspx?ID=2149>

**WGS 490 Feminist Theories and Methodological Issues**

<https://registrarforms.illinoisstate.edu/CurriculumForms/EditorialRequestView.aspx?ID=2152>

**New Programs**

*Sequences:*

**NUR**

**Ph.D. in Nursing: Post-Master's Sequence**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewProgramView.aspx?ID=165>

**Ph.D. in Nursing: BSN to PhD Sequence**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewProgramView.aspx?ID=166>