

**GRADUATE COUNCIL MINUTES**  
**Wednesday, February 10, 2021, 12:00 p.m., on Zoom**

**Call to Order**

The meeting was called to order at 12:00 by Noelle Selkow, Interim Director of Graduate Studies.

**MEMBERS PRESENT**

Membership/Student

Development Committee: Connie DeVeer, Gary Hunter, Myoung Jin Kim, Kyle Miller, Nweze Nnakwe, Georgia Tsouvala  
Curriculum Committee: Kim Astroth, Kristin Carlson, Meredith Downes, John Rugutt, Justin Stanek, Jeffrey Wagman  
Research Committee: Emily Jones, Dawn McBride, Cherrill Stockmann  
Graduate Student: Dillon Horter

**MEMBERS ABSENT**

Membership/Student

Development Committee:

Curriculum Committee:

Research Committee:

Graduate Student:

Ui-Jeen Yu  
Jewel Woodard

Also present:

Craig McLauchlan, Associate Vice President for Research and Graduate Studies; Rachel Caracci, Associate Director of Graduate Studies; Eike Schmedt; Dana Davidson; and Kim Shennett from the Graduate School

**Approval of Minutes**

Kim Astroth moved to approve the minutes of January 27, 2021. Dawn McBride seconded. All approved.

**Administrative report**

- a. Admissions Data
  - i. As of February 1st, graduate applications are down for summer and fall 2021; admits up for fall. Spring 2021 admission does not open until April. Our numbers are staying on par right now. Current report does not identify fluctuations in numbers per graduate program. Noelle submitted a request for the report to include this information.
- b. New temporary Marketing and Communications Coordinator position in Graduate School
  - i. Kameron Williams will start on February 15<sup>th</sup> on a temporary contract expiring end of June. Responsible for handling marketing and communication strategies, outreach, promotion of graduate education, and assist programs with recruitment efforts. Highly likely this will become a permanent position.

**Committee Reports**

- a. Membership/Student Development
  - i. Graduate faculty membership nominations open for a spring round. Deadline is February 17<sup>th</sup>. A spring round of nominations to be added each year.

- b. Curriculum
  - i. February curriculum report submitted. Kristin Carlson moved to approve. Dillon Horter seconded. All approved.
- c. Research
  - i. No report

### **Old Business**

#### **a. Undergraduates taking Graduate Coursework for Graduate Credit**

- i. Discussion continued regarding required GPA and who completes/approves request at department/school? Only advisors have access to complete and submit the online request form. The policy was broadened to allow undergraduates to enroll in graduate courses, for graduate credit, without being admitted to a graduate program at ISU.

Undergraduates can take graduate courses for graduate credit if they (1) are in **their junior or senior year**, and (2) **have a cumulative GPA of a 2.8 or higher**. Total registration cannot exceed fifteen hours in that semester. **Graduate course work will not be calculated in the undergraduate GPA. The transcript will indicate the grade received, the number of credit hours the course was worth, but 0 hours are earned. This is due to only earned hours are calculated in the GPA. This is common transcript language used by Registrar/Bursar offices. There is no guarantee that graduate courses taken will be accepted by another University as transfer credit.**

All coursework taken for graduate credit must be approved by the department or school advisor and the Graduate School **BEFORE** the student registers. A form titled, **“Undergraduate taking Graduate Credit” is available electronically in My.IllinoisState to be completed for approval.**

**Up to 12 hours of** coursework will count toward **an ISU graduate degree program** only and **has a limit of 6 years to be used**. Coursework taken for graduate credit cannot count toward a bachelor's degree except under the provisions of integrated bachelor's/master's degree and accelerated master's degree programs. This opportunity is also extended to students at other universities who find it possible to take graduate work at this University while completing requirements for the bachelor's degree on their own campuses. Interested students should write to the Graduate School for further information. Such graduate courses cannot be used in meeting bachelor's degree requirements on their own campuses.

After discussion, Dawn McBride moved to approve the updated policy. Gary Hunter seconded. Motion passed unanimously.

### **New Business**

#### **a. Research and Graduate Studies White Paper for Provost Retreat**

- i. Noelle summarized the Graduate Studies white paper created by the task force to be presented at the Provost's Retreat on February 24<sup>th</sup>. Council members were asked to provide feedback to Noelle or Craig McLaughlin by Friday, February 12<sup>th</sup>.

### **Adjournment**

## GRADUATE CURRICULUM COMMITTEE REPORT

Submitted to the Graduate Council February 10, 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**

**FCS 440 Interior Design 1: Studio**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=2269>

**FCS 442 Emerging Technology in Interior Design**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=2270>

**FCS 448 History of Interior & Environmental Design II**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=2271>

**THE 423 Costume Design**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=2333>

**THE 431 Costume Design**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=2306>

**THE 457 Advanced Stage Lighting**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=2305>

**THE 466a03 Rendering Techniques for the Stage**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewCourseView.aspx?ID=2303>

#### **Revised Programs**

*Sequences:*

**M.S. in Information Systems – Internet Application Development**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradReviseProgramView.aspx?ID=233>

**M.S. in Information Systems – Network and Security Management**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradReviseProgramView.aspx?ID=232>

**M.S. in Information Systems – Systems Development Sequence**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradReviseProgramView.aspx?ID=231>