Graduate Council Minutes 2013-09-09

Northern Illinois University

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Bond called the meeting to order at 10:04 a.m. He welcomed Graduate Council members to the first meeting of the academic year and introduced the guests: Kurt Schultz from the School of Art, substituting for Lee Sido; Mark Van Wienen from the Department of English, substituting for Amy Levin; and Lesley Rigg, Associate Dean of the College of Liberal Arts and Sciences.

**Priority Business**

**Establishment of Standing Committees of the Graduate Council:** Graduate Council members were 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 have been filled with non-Council members to ensure appropriate representation by college. Wilkins moved approval of the standing committees list as distributed, which was seconded by Gowen. The motion passed unanimously.

**Selection of an Assistant Chair of the Graduate Council:** This person will serve as acting chair when the chair is absent and assist with creating the agenda when called upon. The assistant chair also serves as an ex officio member on the University Council and Faculty Senate. Sims nominated Hathaway, who accepted the nomination, which was unanimously approved.

**Selection of Representatives to University Committees:** Bond informed members that there were two university committees requiring Graduate Council faculty representation this year: Libraries Advisory Committee and University Assessment Panel. He asked for volunteers. Thomas Sims volunteered to serve on the Libraries Advisory Committee. Because there were no other volunteers for the University Assessment Panel, Judith Lukaszuk and Therese Clarke Arado, both of whom are already serving on the UAP, volunteered to serve in a second capacity as the Graduate Council representative. (Lukaszuk was appointed by the Provost as the Graduate Council representative to the
UAP; therefore, Therese Clarke Arado, who is the College of Law representative to the UAP, will also serve as the second Graduate Council representative.)

Bond informed members that there were four university committees requiring graduate student representation this year. The following graduate students have indicated their willingness to serve:

Tiffanesha Williams (POLS/SEAS) - Academic Diversity Program Advisory Committee
Geetha Varna (ELE) - Libraries Advisory Committee
Mahmoud Shehadeh (STAT) - University Assessment Panel

Bond stated that the Campus Security and Environmental Quality Committee still needed a graduate student representative and asked members to forward names of graduate students willing to serve within the next week.

L’Allier moved approval of the nominations, seconded by Garver. The motion passed unanimously.

Committee Reports

*Criminal Disclosure Review Committee Report:* Bond briefly reviewed the report. Applicants must indicate on the Graduate School application whether or not they have ever been convicted of a felony or have felony charges pending. If an applicant discloses the information, there must be an investigation and the applicant is asked to provide court and police documents related to the case. The committee consists of representatives from the Graduate Council and one representative each from Housing and Dining, Community Standards and Student Conduct, and General Counsel. The committee met seven times over the past year and reviewed ten cases. Nine applicants were permitted to proceed with the application process. The one applicant who was denied was encouraged to reapply after completing probation.

*Graduate Council Appeals Committee Report:* Bond reviewed the report. There were fifty-two appeals reviewed by the committee between October 2012 and August 2013. The committee met three times in person and twice electronically. Forty-two of the cases were typical reinstatements. All appeals were approved, although three students were moved from graduate student to student-at-large status. One appeal was approved with the proviso that the student move from the doctoral program to the master’s program. There were five cases involving additional attempts at a qualifying or comprehensive exam, of which three were approved. Two appeals from students with baccalaureate degrees from non-accredited institutions were granted approval to proceed with the application process. One appeal to revalidate transfer coursework was approved. One appeal for removal of a grade from a student’s GPA was approved while another appeal for a third use of the special repeat option was denied.

New Business

*Graduate Student Representation on FY 15 Student Fee Review Committees:* Bond informed members that he anticipated receiving a memo from Student Affairs within the
next month or so asking for graduate student volunteers to serve on a series of committees that deal with student fees. Bond indicated that there was no guarantee that any graduate student would be appointed, but he would like to forward at least five or six names from which they can select as they constitute those committees. Bond asked members to forward names of potential graduate student representatives and indicated that his office would make contact with the students to ensure interest in serving prior to forwarding their names to the Student Association.

Announcements

*Honorary Degree Ceremony:* Bond followed-up on the memo he distributed via email asking members to save the date for the upcoming honorary degree ceremony. As a reminder, the Honorary Degree of Doctor of Humane Letters will be conferred upon Her Royal Highness Princess Maha Chakri Sirindhorn on September 18, at 9:45 a.m. in the Altgeld Auditorium. Graduate Council approved the nomination last spring. Bond encouraged members to attend the ceremony.

Meeting adjourned at 10:22 a.m.