

**GRADUATE COUNCIL MINUTES**  
**Wednesday, November 29, 2023, 2:00 p.m. STV 401**

**Call to Order**

The meeting was called to order at 2:01 p.m. by Noelle Selkow, Director of Graduate Studies.

**MEMBERS PRESENT**

Membership/Student

Development Committee: Gary Hunter, Myoung Jin Kim, Rick Nagorski,  
Curriculum Committee: Jennifer Barnes, Becky Beucher, Mary Dyck, Eric Peterson  
Research Committee: Tom Hammond, Hyoil Han, Shawn Hitchcock  
Graduate Students: Yasmin Carrillo, Taylor Flinn

**MEMBERS ABSENT**

Membership/Student

Development Committee: Sundeep Inti, John Tovar  
Curriculum Committee: Stella Liao, Lily Thompson  
Research Committee: Anne McNamara

Also present: Craig McLauchlan, Associate Vice President for Research and Graduate Studies; Emma Kopko, Graduate School Assistant Director of Marketing and Recruitment; Mindy Kinney, Assistant Director of Graduate School; Kim Shennett, Graduate School

**Approval of Minutes**

Eric Peterson moved to approve minutes of October 25, 2023. Jennifer Barnes seconded. Motion passed unanimously.

**Administrative report**

- a. Graduate Applications and Admissions
  - a. Admissions are steady.
  - b. Except for spring, an increase in applications.

**Committee Reports**

- a. Membership/Student Development
  - i. Student scholarship winners announced.
    - a. Lela Winegarner:
      - 1. Tosin Aminat Abdulsalam (GEO)
      - 2. Zahra Irannezhad (THD)
      - 3. Khulan Khangai (FCS)
      - 4. Ehiareshan Obeahon (MAT)
      - 5. Patrick Tawiah (BSC)
    - b. Ora Bretall
      - 1. Claire Wirngo

- b. Curriculum
  - i. Tom Hammond moved to approve curriculum report. Eric Peterson seconded. Motion passed unanimously.
- c. Research
  - i. Very busy reviewing various University research awards. Reviews will be completed by end of semester.
  - ii. Clarence Sorensen Dissertation Award nominations are due December 1, 2023.

### **Old Business**

- a. Statement on Ethical Use of AI for thesis/dissertation work
  - i. Council members reviewed and wordsmithed proposed language. This statement will be guidance from the Graduate School perspective. Each discipline should have guidelines for the use of AI in place. Students may or may not be able to use AI in their research based on their department's guidelines.
  - ii. Academic Senate is working on a university policy. Martha Horst, President of the Academic Senate, reviewed this statement. Part of the language was extracted from the university's Code of Conduct policy. The policy link within the guideline will stay with it.
  - iii. This statement will live on the Graduate School website.

After revisions to statement were completed, Tom Hammond moved to approve. Shawn Hitchcock seconded. All approved. The approved statement follows:

The use of generative artificial intelligence (AI) can support innovative and creative scholarship when used within appropriate guidelines, which may vary by discipline. It is vital that students uphold the core principles of academic and research integrity. As such, transparency around the usage of AI is required between the student and their committee and school/department, as well as the student and the audience of their completed thesis/dissertation. Students need to take responsibility for their work, including using their own words and proper citations.

All use of generative AI tools in the thesis/dissertation process must be disclosed to the student's committee by the student. Together, the student and committee should verify the use of generative AI to be within the standards of the discipline and school/department. Unauthorized use of generative AI may be considered a violation of [Policy 1.8 Integrity in Research, Scholarly, and Creative Activities](#). Usage of generative AI generated content must be appropriately cited following the guidelines of the style manual used by your discipline.

While these guidelines serve as the Graduate School's position on the use of generative AI in the thesis/dissertation process, individual schools/departments may have additional policies, guidance, or restrictions. It is the student's responsibility to understand and follow these standards and contact their school/department or the Graduate School with any questions or concerns. As generative AI tools are relatively new and evolving, additional or more detailed guidance may be issued in the future.

## **New Business**

- b. Transfer of Credit for Master's Students – Amendment to last revision in October.
  - i. Noelle asked members if they had questions/concerns regarding proposed revisions. Highlighted text added, sentence with strike-through removed from policy.

Seeing none, Eric Peterson moved to approve revised policy language. Becky Beucher seconded. All Approved.

Upon recommendation of the department or school where the student is enrolled and with the approval of the Graduate School, a student may present a maximum of twelve semester hours **or 33% of graduate credit coursework, whichever is higher**, from another college or university that is accredited by the appropriate regional accrediting association for use in meeting the requirements of the degree. ~~The work must not be part of a degree program, unless stated elsewhere in the catalog.~~ **The work may be part of another graduate degree program.** Under special circumstances, the Graduate School may allow a student to present a larger number of credits if recommended by the department or school. A student who plans to take work elsewhere should obtain prior approval indicating that the course or courses are appropriate to the student's curriculum at Illinois State University. Correspondence courses and independent studies are not accepted toward a degree.

To be considered for transfer of credit, a course must be taught at the graduate level and the student must have received at least a B grade in the course. In addition, a departmental or school evaluation of all courses presented is necessary prior to consideration by the Graduate School. The Request for Transfer of Credit form is at: [Grad.IllinoisState.edu/students/forms](http://Grad.IllinoisState.edu/students/forms).

## **Adjournment**

- a. Meeting adjourned at 2:30 p.m.

## **GRADUATE CURRICULUM COMMITTEE REPORT**

Submitted to the Graduate Council November 29, 2023. This report only covers program proposal information. For complete curriculum proposal information, including graduate course approvals, please see the University's Curriculum Proposal site: [registrar.ilstu.edu/curriculumforms/](http://registrar.ilstu.edu/curriculumforms/)

### **FOR INFORMATION**

#### **DELETE PROGRAMS**

*Certificate:*

**EAF**

**Post-Baccalaureate Teacher Leader Certificate**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradDeleteProgramView.aspx?ID=35>

*Sequence:*

**EAF**

**Teacher Leader Sequence (M.S. & M.S. Ed.)**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradDeleteProgramView.aspx?ID=36>

## REVISE PROGRAMS

*Certificates:*

### **EAF**

**Post-master's Graduate Certificate - Superintendent Endorsement**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradReviseProgramView.aspx?ID=386>

### **WGS**

**Women's, Gender, and Sexuality Studies**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradReviseProgramView.aspx?ID=368>

*Sequences:*

### **KNR**

**Exercise Physiology Sequence**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradReviseProgramView.aspx?ID=384>

**Psychology of Sport and Physical Activity Sequence**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradReviseProgramView.aspx?ID=395>

**Sport Management Sequence**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradReviseProgramView.aspx?ID=394>

### **PSY**

**Cognitive and Experimental Psychology Sequence**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradReviseProgramView.aspx?ID=362>

*Degree:*

### **ENG**

**Doctor of Philosophy in English**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradReviseProgramView.aspx?ID=371>

## NEW PROGRAMS

*Certificates:*

### **HSC**

**Health & Wellness Coaching Sequence**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewProgramView.aspx?ID=209>

### **KNR**

**Sport Coaching and Leadership Certificate (Online)**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewProgramView.aspx?ID=213>

*Sequence:*

### **KNR**

**Sport Management Sequence (Online)**

<https://registrarforms.illinoisstate.edu/CurriculumForms/GradNewProgramView.aspx?ID=214>