

4-3-2007

April 3, 2007

Council on Graduate Studies

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Recommended Citation

Council on Graduate Studies, "April 3, 2007" (2007). *Minutes*. 53.
http://thekeep.eiu.edu/cgs_minutes/53

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MINUTES OF THE COUNCIL ON GRADUATE STUDIES

April 3, 2007

The Council on Graduate Studies met at 2:00 p.m. on Tuesday, April 3, 2007 in 3108 Blair Hall.

Members present: Dean Augustine, Dr. Conn, Dr. Elder, Dr. Miller, Dr. Morford, Dr. Costa, Dr. Nelson, Dr. Raybin, and Dr. O'Rourke

Members absent: Ms. Gupta, Dr. Liu

Staff present: Ms. Beasley

Guests present: None

I. **Approval of the March 20, 2007 Minutes**

Dr. Elder moved and Dr. Nelson seconded the motion to approve the minutes. The March 20, 2007 Minutes were approved unanimously as published.

II. **Communications**

1. College of Sciences Curriculum Committee Minutes, Friday, March 9, 2007.
2. Lumpkin College of Business and Applied Sciences Curriculum Committee Minutes, Tuesday, March 20, 2007.
3. College of Sciences Curriculum Committee Minutes, Friday, March 23, 2007.

III. **Approved Executive Actions**

1. Dean Robert Augustine, Graduate School, requests the following be approved by executive action:
EIU 5951 – Revise effective date to Summer 2007. Course was approved by CGS on November 7, 2006 to be effective Fall 2007.
Rationale: Students have requested access to the course in the Summer 2007 term.
See **Attachment A**.

IV. **Items to be Added to the Agenda**

1. 07-06, FCS 5450, Administration and Supervision in Family and Consumer Sciences (Revised Course Proposal)
2. 07-07, FCS 5852, Adolescence and the Family (Revised Course Proposal)
3. 07-08, M.S. in Family and Consumer Sciences (Program Revision)

Chair O'Rourke called for a vote to add the agenda items above to the agenda. The vote passed unanimously to add all items to the agenda.

V. **Items Pending**

1. 06-42, Records Retention (New Proposal)

VI. **Items to be Acted On**

1. None

VII. **Other Business**

1. IBHE Review – M.A. in Economics
Chair O'Rourke announced that this item would be postponed since the presenters could not be present.

2. IBHE Review – M.A. in History

Chair O'Rourke announced that the presenters would not be attending the meeting. She asked the Council members if there were any questions regarding the History IBHE review, and if there were, they would be submitted to History in written form. After Dr. Raybin questioned the statement, "Best Dissertation Award", it was noted that it should be changed to read "Outstanding Thesis Award". There were no other questions.

Chair O'Rourke asked for a motion for approval. Dr. Morford moved and Dr. Raybin seconded the motion.

3. First Choice Consultation Update

Chair O'Rourke asked for feedback from the Chairs of the Program Review Committees. The result of the discussion was that the reports from the Committee have been helpful to the programs that have been reviewed and the committee members are obtaining a better understanding of other programs. Dr. Morford made the suggestion that there should possibly be a paper report so that the Programs would not have to present twice. Dean Augustine noted that they could be asked to present again if needed, or possibly a paper report could be completed. Dr. Morford also brought up for discussion about how the programs would be rated and by what criteria. Dean Augustine suggested that the Council be thinking about the criteria and how they are going to use the checklists.

Dean Augustine expressed his gratitude to the Council for their leadership and dedication to create great graduate study.

VIII. Committee Reports

1. ATAC – Dr. Conn reported the committee will meet April 20, 2007.
2. TEAM – No report.
3. Textbook Rental – Dr. Raybin reported that progress is being made to build a new building on Edgar Drive. The space will not be larger but more accommodating since it will be one level and there will be more parking. The textbook rental fee has been raised by \$1 and the late return fee has been increased. Dean Augustine noted that it would be beneficial for graduate students to be able to peruse the books and purchase them for their personal library. He plans to send a memo to Textbook Rental with this suggestion. A discussion was held concerning some of the problems with textbook rental that faculty members have encountered and it was noted that Carol Miller is a good resource for resolving issues.
4. Honorary Degree – No report.
5. Library Advisory Board – Dr. Nelson reporting they are meeting on April 4, 2007
6. GSAC – No report.
7. CASL – Dr. O'Rourke reported that all the academic councils have been invited to Faculty Senate on April 18, 2007 to give an overview of the year.

IX. Dean's Report

1. Banner Admissions Process
Dean Augustine reported that registration for graduate students with the new banner system went well, other than some minor problems with password access. He did note that there is some concern with the CollegeNet application process as the support for that system has not been going well.
2. Library Check out for Graduate Students
Dean Augustine reported that he has asked Dean Lanham regarding the issue of allowing graduate students to have a longer period for check out.

- 3. Graduate Assistant Increase
Dean Augustine asked that the Council consider and give him feedback in the future regarding tying the 3% stipend increase given to graduate assistants in the fall, to whether or not they have completed technology workshops. The workshops are free and it is a good opportunity for the graduate assistants, but attendance has been low.

- 3. Midwestern Association of Graduate Schools
Dean Augustine announced that he will be attending the MAGS Conference next week.

- 3. Annual Invitations
Dean Augustine announced that he has sent out his annual invitations to the Council and other academic leaders for May 1, 2007 for reflection on the past year.

The meeting adjourned at 3:15 p.m.

Lana Beasley

ANNOUNCEMENT OF THE NEXT MEETING
Tuesday, April 17, 2007
3108 Blair Hall
