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Council on Graduate Studies

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MINUTES OF THE COUNCIL ON GRADUATE STUDIES

February 21, 2006

The Council on Graduate Studies met at 2:00 p.m. on Tuesday, February 21, 2006 in the Arcola/Tuscola Room.

Members present: Dean Augustine, Dr. Burns, Dr. Conn, Dr. Costa, Ms. Davis, Dr. Elder, Dr. Hake, Dr. Loewen, Dr. Morford, Dr. Owen, and Dr. O'Rourke

Members absent: None

Staff present: Dr. Mary Herrington-Perry and Ms. Barter

Guests present: Dr. Phil Age, School of Technology

I. **Approval of the February 7, 2006 Minutes:**

Dr. Morford moved and Dr. Costa seconded the motion to approve the February 7, 2006 minutes. The motion passed unanimously.

Note: The order of the agenda was altered to accommodate the speaker.

II. **Other Business:**

1. Dr. Mary Herrington-Perry – Banner and DARS presentations
Dr. Herrington-Perry distributed materials to further explain both the Banner and DARS software and processes in the development stage.

III. **Communications:**

- a. College of Sciences Curriculum Committee meeting minutes of Friday, February 3, 2006

IV. **Approved Executive Actions:**

1. Mary Anne Hanner, Dean, COS, requests the following be approved by executive action. The College of Sciences Curriculum Committee approved these items on February 3, 2006 to be effective Fall 2006.
 - a. SOC 4900 – Delete the following statement from the course description:
“With permission of instructor, may be taken twice for credit.”
Rationale: Given the growth in Sociology majors and the fact that this is a required course, seats will be maximized for those taking it the first time.
 - b. PSY 5005 – Change course number to 5021.
 - c. PSY 5015 – Change course number to 5022.
 - d. PSY 5050 – Change course number to 6050.
 - e. PSY 5110 – Change course number to 5023.
 - f. PSY 6300 – Change course number to 5300.
 - g. PSY 6500 – Change course number to 5500.
 - h. PSY 6550 – Change course number to 5550.
Rationale for items 2 – 8: The School Psychology curriculum is offered in a specific sequence. Currently, a number of courses taken by first-year students are numbered at the 6000 level. The requested changes will allow a clearer delineation between courses taken during the first year of the program and those taken during the second year. These courses were designed specifically for the school psychology program so these changes will only affect students enrolled in the school psychology graduate program.
 - i. PSY 5026 – Change course credits from “(4-0-4)” to “(3-0-3)” and change prerequisite from “Admission to the graduate program in psychology or

permission of the instructor” to “PSY 5025 or permission of the instructor.”

Rationale: The credit reduction will serve to balance the various components of the assessment sequence (PSY 5025 and PSY 5026), which include psychometrics, interviewing, and personality assessment, as well as cognitive assessment. This change will not impact course content, and it is consistent with the curricula in comparable programs at other institutions. Additionally, with the recent addition of a 3-hour practicum course, the total number of credit hours comprising the M.A. degree in clinical psychology has increased. The prerequisite of PSY 5025 is being added because successful completion of PSY 5026 requires a thorough understanding of basic psychometric principles, which are covered in PSY 5025. Only students admitted to the clinical psychology program will be allowed to enroll in PSY5025.

Note: The council members requested the rationale of Executive Action 1. (i.) PSY 5026 be further explained. The department will be contacted for an explanation, distributed to the members, and remain on the agenda until the council members approve this action.

2. Charles Rohn, Dean, CEPS, requests the following be approved by executive action to be effective Fall 2006.

a. Delete IST 4870, IST 4970, IST 5330, IST 5331, and IST 5890. A similar request has also been submitted to CAA to delete IST 4870 and IST 4970 by executive action.

Rationale:

1. The courses have not been offered for at least 10 years;
2. The technology has changed dramatically since these courses have been taught; and
3. We do not have enough qualified personnel in the department to teach these classes.

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

1. 06-08, COS 4835, Supervision in Organizations (New Course Proposal)
2. 06-09, Master of Science in Education - Early Childhood, Elementary, and Middle Level Education (Revised Program)
3. 06-10, Master of Science in Education - Early Childhood, Elementary, and Middle Level Education – Catalog Copy

Dr. Loewen moved and Dr. Hake seconded the motion to add these items to the agenda. The motion passed unanimously.

VI. **Items Pending**

1. 06-06, Revisions to IGP 45, Grade Appeals – will be distributed at a later date.

VII. **Items to be Acted On**

1. 06-07, INT 4863, Packaging Design, Specialty Inks, and Coatings (New Course Proposal)

Dr. Age presented the proposal and answered questions of the council members.

INT 4863. Packaging Design, Specialty Inks, and Coatings. (2-2-3) On-Demand.

Package Design. Detailed study of the practical applications of package design for specific products including membrane switches, and theory of Radio Frequency Identification (RFID) printing processes. Specialty inks and coatings such as conductive inks, UV inks, food-grade inks, and microencapsulated inks will be explored. Prerequisite: INT 1363, INT 3343, junior standing or permission of instructor.

The proposal was approved unanimously with a language change to Item 2. (b). The proposal will be effective Summer 2007.

VIII. Committee Reports

1. Textbook Advisory – Dr. Loewen reported he shared the council's ideas of (a) browsing shelves in the new Textbook Advisory building and (b) raising the textbook rental fee for graduate students in order for graduate faculty to rotate their textbooks more frequently at the February 14, 2006 meeting. The committee agreed to take these ideas under advisement.
2. Library Advisory Board – Dr. Hake reported the board reviewed the Patron Satisfactory Survey. The student body would like to see the library open 24 hours per day. Dean Lanham would like to revise the borrowing privileges of graduate students share with faculty.

IX. Dean's Report

1. Review of Joint Administrative Council meetings – Dean Augustine reported he met with the College of Sciences and College of Arts and Humanities to discuss the recruitment workshop held early Spring 2006. He will meet with Lumpkin College of Business and Applied Sciences on March 1 and the College of Education and Professional Studies March 8.
2. Status of Graduate Faculty Criteria
3. Upcoming Graduate School Events:
 - a. 4/7/06 – Luncheon for the non-academic offices that support graduate assistants
 - b. 4/10-14/06 – Graduate Student Exposition week
 - c. 4/10-11/06 – Departments will be returning to Blair Hall
 - d. 4/12/06 – The Graduate School will sponsor a wine and cheese reception for the Presidential graduate assistants and external agencies sponsoring graduate assistants.
 - e. 4/13/06 – Distinguished Graduate Student Ceremony
 - f. 4/14/06 – Graduate Alumni Banquet to honor four outstanding alumni
4. The *Graduate Viewbook* has been delivered and is outstanding.
5. The *Graduate Fellowship* booklet is in the process of being developed.
6. The Graduate Alumni Board will meet early in March via conference call.
7. Administrative meetings – Dean Augustine has requested additional admission fees and a fee attached to the Change of Status form to support academic departments on an annual basis for recruiting purposes as requested at the administrative meetings.
8. Graduate Coordinator job description – Dean Augustine would like to clearly define the duties expected of graduate coordinators as requested at the administrative meetings.
9. Tuition for international students – Dean Augustine would like to see guaranteed tuition rates for international students as are currently charged to domestic students. It has been suggested and supported by the International Programs office for tuition charged at two times the domestic rate rather than three times the domestic rate. This would make EIU more affordable for international students and increase the application/enrollment.
10. Continuous enrollment – The policy of continuous enrollment is being discussed because students who are no longer enrolled in classes but working on research or completing their thesis, but have not graduated, they no longer have access to the library or technology.
11. Application for graduation – Academic departments must emphasize to their graduate candidates the need to apply to graduate at the end of their coursework, not years in the future.

The meeting adjourned at 3:30 p.m.

Linda Barter, Coordinator

ANNOUNCEMENT OF THE NEXT MEETING
Tuesday, March 7, 2006
Arcola/Tuscola Room
