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Council on Graduate Studies

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MINUTES OF THE COUNCIL ON GRADUATE STUDIES

February 3, 2004

The Council on Graduate Studies met at 2:00 p.m. on Tuesday, February 3, 2004 in the Arcola/Tuscola Room.

Members present: Dr. Cheryl Noll, Dr. Britto Nathan, Dr. Mark Voss-Hubbard, Dr. Ruth Hoberman, Dr. Melanie Burns, Dean Robert Augustine, Dr. Shane Miller, Dr. Linda Morford, and Ms. Brianne Bolin

Members absent: Dr. Mary Ellen Varble and Dr. Eric Hake

Staff present: Mrs. Linda Barter

Guests present: Dr. Monippallil, School of Business; Dr. Woodley, School of Technology; and Dr. Ringuette and Dr. Scott, English

I. Minutes

The minutes of January 20, 2004 were approved as written.

II. Communications

1. The Distinguished Recipients of the First Annual 2003 "Excellence in the Use of Technology" Awards
2. Lumpkin College of Business and Applied Sciences Curriculum Committee Meeting January 22, 2004

III. Approved Executive Actions

1. The following was approved by executive action at the College of Sciences Curriculum Committee meeting on January 23, 2004 to be effective Fall 2004.
 - A. CHM 4900 -- Change course title from "Modern Inorganic Chemistry" to "Inorganic Chemistry II." (Short title: Inorg Chm II)
Rationale: More appropriate title; linked with title change for CHM 2310
 - B. CHM 4905 -- Change course title from "Modern Inorganic Chemistry Laboratory" to "Inorganic Chemistry Laboratory." (Short title: Inorg Chm Lab)
Rationale: More appropriate title.

IV. Items to be Added to the Agenda

1. 04-10 Proposal: Guidelines for Technology-delivered courses

Dr. Hoberman moved and Dr. Miller seconded the motion for this item to be added to the agenda.

V. Items to be Acted On

1. **04-01** Revision to M.S. in Technology, Non-thesis Option – School of Technology has requested to withdraw the item from the agenda at this time.

Dean Augustine will advise the Council on future action of this item.

2. **04-02** New Course Proposal, ACC 5400

Dr. Monippallil presented the proposal and answered questions of the council. The motion was passed with a vote as follows:

Yes: Bolin, Burns, Hoberman, Miller, Morford, Nathan, Voss-Hubbard

No: None

Abstain: Noll

This item was approved, with minor revisions, effective Spring 2005. As a result of this action, **ACC 5600** was **deleted**.

ACC 5400. Advanced Auditing and Assurance Services. (3-0-3) S. Adv Audit.

This is the second of two integrated courses on auditing and assurance services. This course focuses on collection, analysis and evaluation of audit evidence, auditing procedures and tests, assessment of risks, required disclosures, reports, and case studies.

3. **04-03** Program Revision, MBA with Concentration in Accountancy

Dr. Monippallil presented the proposal and answered questions of the council. The motion was passed with a vote as follows:

Yes: Bolin, Burns, Hoberman, Miller, Morford, Nathan, Voss-Hubbard

No: None

Abstain: Noll

This item (**See Attachment A**) was approved, with minor revisions, effective *Spring 2005*.

4. **04-04** New Course Proposal, COS 4860

Dr. Woodley presented the proposal and answered questions of the council. The motion passed unanimously.

COS 4860. Facilitating Learning and Project Groups. (3-0-3) F, S, Su.

GpFacilitation. People at all organizational levels accomplish their work alongside and through others. A fundamental workplace competency is the capacity to facilitate learning and project groups. Participants will practice facilitation principles and strategies, including how to deal with common facilitation problems. WI

This item was approved, effective Fall 2004.

5. **04-05** New Course Proposal, COS 4870

Dr. Woodley presented the proposal and answered questions of the council. The motion passed unanimously.

COS 4870. Developing Critical Thinking in the Workplace. (3-0-3) F, S, Su. Dev CT/Workplace. People in the workplace are increasingly expected to think critically about their work rather than simply follow a supervisor's instructions. Participants will explore and apply principles of critical thinking to the workplace, classroom, and training room. WI

This item was approved, effective Fall 2004.

6. **04-06** New Course Proposal, COS 4880

Dr. Woodley presented the proposal and answered questions of the council. The motion passed unanimously.

COS 4880. Productive Work Teams. (3-0-3) F, S, & SU. Work Teams. The multiple roles and responsibilities needed to function effectively in productive work teams are stressed by being a member of class teams and studying teams. This highly experiential, research-based, and applications-oriented course emphasizes assessment of self, team effectiveness, and organizational readiness for teams.

This item was approved, effective Summer 2004.

7. **04-07** New Course Proposal, COS 4890

Dr. Woodley presented the proposal and answered questions of the council. The motion passed unanimously.

COS 4890. Accelerated Learning and Training. (3-0-3) F, S, & SU. Accel Lrn & Trng. This researched-based, applications-oriented, highly experiential course connects research to practice by using accelerated learning (AL) principles to accelerate learning and training. Proven AL methods are practiced in the class. Brain-based research, learning theory, and AL best practices are used as the basis for designing and facilitating learning.

This item was approved, effective Fall 2004.

8. **04-08** New Course Proposal, ENG 4761

Dr. Ringuette and Dr. Scott presented the proposal and answered questions of the council. The motion passed unanimously.

ENG 4761. Creative Nonfiction Writing. (3-0-3) F or S. CREAT NONF WRIT.

Advanced practice in the writing and revising of creative nonfiction, with an emphasis on the development of the student's individual style. May be taken twice with permission of the Department Chairperson. Group 6. WC

This item was approved, effective Fall 2004.

9. **04-09** IGP 45 Grade Appeal

This item has been tabled until Dean Augustine has presented and discussed with CAA at the February 12 meeting.

VI. Committee Reports

Dr. Morford reported the ATAC Committee met on December 19, 2003. The new Web CT server was discussed. The Committee will meet again February 6, 2004.

Dr. Burns reported the TEAM Grants Committee met and selected the recipients of the Professional Grants.

VII. Dean's Report

1. Assessment Forum with Trudy Banta, February 5, 2004, 1895 Room MLK Union
Dean Augustine invited the council to attend the forum.
2. 2003-2004 IBHE Program Review format
Dean Augustine will complete his review of the seven programs and forward his review to the council.

The meeting adjourned at 2:45 p.m.

Linda K. Barter, Coordinator

ANNOUNCEMENT OF THE NEXT MEETING
Tuesday, February 17, 2004
Arcola/Tuscola Room
