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Council on Graduate Studies

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MINUTES OF THE COUNCIL ON GRADUATE STUDIES

March 18, 2003

The Council on Graduate Studies met at 2:00 p.m. on Tuesday, March 18, 2003 in the Arcola/Tuscola Room.

Members present: Dean Augustine, Dr. Mike Havey, Dr. Cheryl Noll, Dr. Shane Miller, Dr. Linda Morford, Dr. Ruth Hoberman, Dr. Mark Voss-Hubbard, Dr. Britto Nathan, Dr. Mary Ellen Varble, Mr. Jo Robbins
Member absent: Dr. Peter Ping Liu
Staff present: Mary Herrington-Perry
Guests present: No guests present

I. Minutes

The minutes of the February 18, 2003 meeting were approved as published.

II. Communications

March 5, 2003: Lumpkin College of Business and Applied Sciences Curriculum Committee Meeting

III. Approved Request for Executive Actions

From Dean Mary Anne Hanner, College of Sciences.

1. **4760 CDS** – Change course offering from “S” to “F”. Effective: Spring 2004.

Rationale: Change will accommodate teaching schedules due to curriculum sequence changes.

2. **5800 CDS** “Seminar” - Delete from curriculum pending approval of CDS 5800 “Grand Rounds in Communication Disorders.” Effective date: Spring 2004
3. **5960 CDS** – Delete from curriculum pending approval of revision of **CDS 5600 Professional Regulations and Issues in Speech-Language Pathology**.. Effective date: Spring 2004

From Dean Diane Hoadley, Lumpkin College of Business and Applied Sciences.

4. **Catalog Copy Insert Under Degree Requirements for MBA:**

Students must complete all Phase I courses with a “C” or better by the time fifteen (15) hours of Phase II courses are successfully completed. Students who have not met this requirement will not

be permitted to enroll in additional Phase II classes.

Rationale: This was approved by the Graduate Committee on October 8, 2001. At the time, the intent was for this to be an internal governing policy, but it would be more appropriate to include in the catalog.

5. **5550 MBA. Marketing Management (3-0-3)**

From: The techniques of management as applied to the functional areas of marketing. Both quantitative tools and behavioral tools are used. Prerequisites: BUS 3470 and admission to the MBA degree program.

To: Analysis of the strategic marketing problems confronting managers in the evaluation of marketing opportunities, selection of target markets, development of marketing strategies, planning of marketing tactics, and implementation and control of the marketing effort. Prerequisites: BUS 3470 and admission to the MBA degree program.

6. **5605 MBA. Managerial Accounting Control (3-0-3)**

From: A case approach for analyzing management control problems. Prerequisites: BUS 2102, and admission to the MBA degree program.

To: An overview of management accounting with an emphasis on planning and control. Topical coverage includes product costing, cost allocation, cost behavior, budgeting, and relevant costs. Students use technical problem solving skills to investigate current managerial issues. Investigation of these real-world issues expose students to the multi-faceted objectives of managers and the resulting implications for information gathering and decision making. Prerequisites: BUS 2102 and admission to the MBA degree program.

7. **5660 MBA. Operations Management (3-0-3)**

From: An examination of operating problems from the standpoint of the production executive. Prerequisites: BUS 3950 and admission to the MBA degree program.

To: An integrative course that is concerned with the production and distribution of goods and services. Topics that are covered in depth are operations strategy, service and product design, quality, lean manufacturing management, supply chain management and integrative technologies in operations. Cases are used to analyze situations, and to understand the impact of operations on other functional areas. Prerequisites: BUS 3950 and admission to the MBA degree program.

8. **5890 MBA. Administrative Policy (3-0-3)**

From: Cases studies, special reports, and seminar discussion of top management problems. Prerequisites: Completion of 21 hours of Phase II (Graduate) course work and admission to the MBA degree program.

To: The focus of this course is on strategic management and top management functions and responsibilities. Emphasis is on integration of business functions. This course is designed to develop student's capacity to think strategically about a company, its present business position, its long-term direction, its resources and competitive capabilities. It develops students' managerial judgment, builds their skills in assessing business risk, and improves their ability to create results-oriented action plans. Prerequisites: Completion of 21 hours of Phase II (Graduate) course work and admission to the MBA degree program.

Rationale: To provide students with a more detailed description of the content of the courses. No changes are being made in the course objectives.

From Associate Dean Jeffrey Lynch, College of Arts and Humanities.

9. Proposed revision to degree requirements in History:

The current catalog reads "The History Department has special approval to allow candidates to complete as many as, but no more than, 15 s.h. in courses numbered below 5000 to be applied to the degree."

College of Arts and Humanities ask to strike that provision, which will bring the History Department's policy regarding 4000-level courses in line with the rest of the Graduate School, e.g.: MA candidates in History will be permitted no more than 12 s.h. in courses numbered below 5000 to count towards their degree. Hence, there is no need to replace the text with something else, since the Graduate School policy on 4000-level courses is stated elsewhere in the catalog.

Rationale: Our principal rationale is that under current policy, a non-thesis track student may take nearly half of his/her credits in non-seminar courses; and a thesis-track MA candidate may take *more* than half of his/her classes in non-seminar courses. The 4000-level course is designed principally for advanced undergraduates, and its format--a mixture of lecture and discussion-- reflect that emphasis. The 5000-level course is designed as a graduate seminar, with little or no formal lecture. We strongly believe that 15 s.h. (5 courses) at the 4000-level is simply too much for our MA students, thesis track or not.

From Dean Robert Augustine, The Graduate School

Policy Revision: Graduate School Provisional Requirements
March 18, 2003

10.

Current Text	Proposed Text
Provisional Degree Candidacy	Provisional Degree Candidacy

<p>Provisional degree candidacy may be granted by departments to students who do not meet the minimum criteria established by the Graduate School, who do not meet the minimum criteria established by the department, or who do not have the required undergraduate preparation for degree candidacy. Students who are granted provisional degree candidacy are required to meet both the provisions of the Graduate School and the department before they become eligible for degree candidacy. The Graduate School provisions require completion of the first 12 semester hours of graduate course work with no grade below B and completion of all of the provisions required by the department.</p> <p>Departments specify individual candidacy provisions and dates for completion of the provisions. The provisions and dates are filed in the Graduate School on the Admission to the Program Form. The Graduate School and the department will review the work of students in provisional candidacy. If candidates meet both the Graduate School requirements and the departmental provisions, they may be recommended for degree candidacy. No more than 12 semester hours of credit earned while in provisional candidacy may be applied to the degree program. The Graduate School prohibits students in provisional candidacy from enrolling for independent study, thesis, internship, or workshop courses. Students in provisional candidacy are not eligible for financial aid.</p>	<p>Provisional degree candidacy may be granted by departments to students who do not meet the minimum criteria established by the Graduate School, who do not meet the minimum criteria established by the department, or who do not have the required undergraduate preparation for degree candidacy. Students who are granted provisional degree candidacy are required to meet both the provisions of the Graduate School and the department before they become eligible for degree candidacy. The Graduate School provisions require completion of 12 or more semester hours of graduate coursework while earning and maintaining a cumulative GPA of 3.00 or higher and completion of all of the provisions required by the department.</p> <p>Departments specify individual candidacy provisions and dates for completion of the provisions. The provisions and dates are filed in the Graduate School on the Admission to the Program Form. The Graduate School and the department will review the work of students in provisional candidacy. If candidates meet both the Graduate School requirements and the departmental provisions, they may be recommended for degree candidacy. No more than 12 semester hours of credit earned while in provisional candidacy may be applied to the degree program. The Graduate School prohibits students in provisional candidacy from enrolling for independent study, thesis, internship, or workshop courses. Students in provisional candidacy are not eligible for financial aid.</p>
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Rationale: This is the standard for all candidates who seek degree status.

IV. Items to be Added to the Agenda

Dr. Morford moved and Dr. Varble seconded the motion to add the following items to the agenda.

- 03-04 Proposed Revision In Chemistry Major (M.S.)
- 03-05 Department of Chemistry: Proposal to Revise 5002 CHM
- 03-06 Proposed Revision in Communication Disorders and Sciences Major (M.S.)
- 03-07 Communication Disorders and Sciences: Proposal to Revise 4800 CDS.
- 03-08 Communication Disorders and Sciences: Proposal to Revise 5100 CDS.
- 03-09 Communication Disorders and Sciences: Proposal to Revise 5150 CDS
- 03-10 Communication Disorders and Sciences: Proposal to Revise 5200 CDS
- 03-11 Communication Disorders and Sciences: Proposal to Revise 5250 CDS
- 03-12 Communication Disorders and Sciences: Proposal to Revise 5300 CDS
- 03-13 Communication Disorders and Sciences: Proposal to Revise 5350 CDS
- 03-14 Communication Disorders and Sciences: Proposal to Revise 5600 CDS
- 03-15 Communication Disorders and Sciences: Proposal to Revise 5800 CDS
- 03-16 Communication Disorders and Sciences: Proposal to Revise 5970 CDS
- 03-17 Communication Disorders and Sciences: Proposal to Revise 5980 CDS
- 03-18 Family and Consumer Sciences: New Course Proposal 4752 FCS
- 03-19 Family and Consumer Sciences: New Course Proposal 5854 FCS

V. Items to be Acted On

02-42A Incomplete Grade Policy per Provost Lord request

02-42B Assigning and Removing Incomplete Grade Procedures Form

Dean Augustine gave background on the two above listed items. The Council agreed to table this item until presented to CAA on March 25, 2003. These items will be returned to the table for further discussion at the April 1, 2003 CGS meeting.

03-03 Health Studies: Proposal to Revise 3770 HST

The representative from Health Studies did not attend this meeting. This item was tabled for the April 1, 2003 meeting.

VI. Committee Reports

Comprehensive Technology Planning Committee (CTPC) – Dr. Noll – The CTPC is in the process of seeking input from the campus community about existing technology needs and a vision for the future role of technology at EIU. Dr. Noll requested any thoughts and suggestions as they relate to graduate education at EIU be forwarded to her at clnoll@eiu.edu.

Awards Committee – Dr. Hoberman – will meet on Friday, March 21 to review the Williams Travel Award nominations, Research/Creative Activity Award nominations, the Betty Wright Downing Scholarship nominations, and the Francis Meyer Hampton Scholarship nominations.

Student Appeals – No report

Academic Technology Advisory Committee – No report

Enrollment Management Advisory Committee – Dr. Voss-Hubbard – The standards for admission will not change. The current discussion is to pool applicants by major or school to raise the academic standard of the EIU students as a group.

Honorary Degree Committee – No report

Library Advisory Board – Dr. Varble – There will be two additional meetings this fiscal year.

Textbook Rental Advisory Committee – No report

Liaison to GSAC – Dr. Voss-Hubbard – Next meeting will be March 19 and will discuss the Expo week activities, including the Distinguished Graduate Student Ceremony on April 10.

VII. Dean's Report

Sigma Xi/Sciencefest Banquet

Panther Scholar Athlete Awards Dinner

Expo Week April 7 through 11, 2003

Distinguished Graduate Student Awards – April 10, 2003; 4:00-6:00 p.m.

Award of Excellence Reception/Dinner – April 8, 2003; 6:30-8:00 p.m.

Dr. Miller moved and Dr. Noll seconded that the meeting be adjourned.

The meeting was adjourned at 3:30 p.m.

Linda K. Barter, Acting Coordinator

ANNOUNCEMENT OF THE NEXT MEETING
Tuesday, April 1, 2003
Arcola/Tuscola Room