

CHICAGO STATE UNIVERSITY

The University Graduate Council [UGC]

Meeting # 1: Fall 2013

Aug 16, 2013

Dean's Conference Room – Library

Minutes

Voting Members: Dr. Aghahowa, Dr. Al-ghoul, Dr. Leys, Dr. Freeman, Dr. Fernandez, Dr. Valenciano, Dr. Lynch, Dr. Britt, Dr. Saulsby, and Dr. Fazal.

Ex Officio: Dr. Carney, Ms. G. Porter (Library), Dr. Henderson (Interim Provost), Dr. Searcy (Assoc. Dean CAS), Dr. Mobley-Smith, Dr. Rowan (Academic Affairs), Mr. Harrison (Admissions) and N. Ford.

Continued email discussion and voting: discussion involved all voting and non-voting members. Vote on motions included all voting members.

Note: A quorum was not present. Several motions were made and seconded and council members agreed to continue discussion via email so all could participate. Voting members were able to cast votes through a SurveyMonkey ballot. These minutes reflect both the committee meeting and subsequent email actions.

1.1 Introduction- Assistant Provost Carney will chair the UGC.

1.2 UGC Meeting Schedule – 3rd Tuesday of each month, 12:30 – 2pm

Fall meeting locations:

September 17, ADM 301

October 15, Dean's Conference Room – Library

November 19, Dean's Conference Room – Library

December 17, Dean's Conference Room – Library

1.3 Approval of Minutes: Name correction: Leys

Valenciano (motion) Leys (second) Motion approved. Approval of the minutes will be presented to the committee at the September 17 meeting so a quorum can be present.

2.0 Council Matters

Curricular Matters

2.1 Changes in Existing Programs or RMEs or New Programs College of Health Sciences:

College of Health Sciences: MPH

Motion 1: Adopt changes in admission requirements for the MPH program to begin in spring 2014. Freeman (motion) Leys (second)

- a. Change 'applicants whose background is not in the health or biomedical sciences are encouraged to take PUBH 5126 as an elective...'
- b. Minimum requirements...'Successful candidates generally have a composite score (verbal and quantitative) of 290 and above...'
- c. Our curriculum provides for the students to have a minimum of 180 hours of field work...'
- d. Additional email discussion addressed language surrounding 'accredited institution' in the admission requirements.

The motion was tabled for continued discussion at the September 17, 2013 meeting.

2.2 Additions, Deletions and Changes to Course Offerings

NURS/PUBH 5134

The curriculum change (NURS/PUB5134) was APPROVED by email vote with the following revisions.

Leys (motion) Valenciano (second)

Motion 2: Cross list PUB 5134 Global Health with NURS 5134 Global Health.

- a. Select classroom instead of other for delivery methods.
- b. Under new catalog description add old catalog description
- c. Add sentence describing cross listing and cannot receive credit for both classes.

Note: NURS will add an amendment to the Graduate catalog and revise GAPP forms.

OT 5352

OT 5243

OT 5243 & OT 5352 curriculum actions were TABLED at the August 16, 2013 meeting and require the following:

- a. How do the contact hours equal the lecture/lab/field hours?
- b. Provide a rationale for the change.
- c. Identify if courses are a pre-requisite or co-requisite.
- d. Complete all section on the curriculum action form.

Subsequent forms were submitted and discussed via email.

Motion 3: Accept the pre-requisite changes in OT 5352 Seo (motion) Freeman (second) via email.

The curriculum change (OT 5352 – OT 4151/5151 and OT 5243 as pre-requisites) was APPROVED by email vote.

Motion 4: Accept the prerequisite changes in OT 5243 Seo (motion) Freeman (second) via email vote.

The curriculum change (OT 5243 – OT 5242 and OT 5262 as pre-requisites AND OT 5263 and OT 5221 as co-requisites) was APPROVED by email vote.

3.0 Electronic Theses & Dissertations

Ms. Gayle Porter (Library) discussed the electronic thesis and dissertation forms. Members recommended that the faculty contract be reviewed regarding the impact of the ETD process on CUEs. Ms. Porter and N. Ford (Admissions) will work on general version for the ETD/transmittal form and present it at the next meeting.

Adjournment