

University Graduate Council – Chicago State University

Meeting #5 – Spring 2017 May 9, 2017 - Cook ADM Room 301 - 12:00 – 2:00 PM

Minutes

Attendance: B Aghahowa, R Attele, D Block, P Carney, J Chen, A Gahungu, B Harth, M Kelly, T Kenemore, D Lynch, B Martin, S Morikawa, G Porter, L Roundtree, A Ratka, M Salahuddin, P Steinhaus, E Wittbrodt

1. The meeting was called to order at 12:15 pm.
2. The agenda was approved (motion: D Lynch, second: M Kelly). A quorum was present.
3. The minutes of the April 11, 2017 UGC Meeting were approved with the following change: Change ‘was’ to ‘were’ in item 3. (motion: Salahuddin, second: Kenemore).
4. Announcements
 - a. Applications for Degree Audit and degree award process for Spring 17 degree award
 - i. Non course degree requirement documentation for items such as comprehensive exams, portfolios, etc. are due on or before May 9 so the requirement can be removed for outstanding degree requirements on student GAPP forms.
 - ii. Letters to degree awardees and nonawardees – anticipated date of printing is June 17 – a copy of a spreadsheet showing degree awardees and nonawardees (including missing degree requirements) will be sent to chairs.
5. Curricular Matters
 - a. Changes in Existing Programs or RMEs or New Programs (Forms 3 and 4)
 - i. Principal Preparation MA – remove field of study restriction in Banner to enable candidates in Prin Prep to take ELCF courses related to their major. (motion passed; motion: Martin, second: Kenemore).
 - ii. MS TPIS – Clarifies thesis/project requirements (6 cr thesis /3 cr project + 3 cr elective.) Tabled, there was no program representative at meeting.
 - iii. MS LIS - Clarifies project seminar OR thesis seminar courses in program requirements. Tabled, there was no program representative at meeting.
 - b. Post-baccalaureate, Post-master’s Certificates – None presented
 - c. Course Changes (Forms 1 and 2)
 - i. OT 5231 – Research Project I - repeat registration allowed (repeat once for a total of 6 hours) and T grade option adopted. (motion to approve as pilot for one semester with report of program success to UGC. passed; motion: Martin, second: Kenemore).
 - ii. OT 5232 – Research Project II– repeat registration allowed (repeat once for a total of 6 hours) and T grade option adopted. (motion to approve as pilot for one semester with report of program success to UGC. passed; motion: Martin, second: Kenemore).

- iii. LIS 5980/ LIS 5989 - separate project and thesis options into separate courses. Enable repeat registration; (1-6 cr), T grade. Tabled, there was no program representative at meeting.
 - iv. TPS 5980/TPS 5989 separate project and thesis options into separate courses. Enable repeat registration; (1-6 cr), T grade. Tabled, there was no program representative at meeting.
 - v. English 5498 and Geography 5990 to include the following statement in course description: 1-6 credits, may be repeated, T/U grade assigned until thesis defense when S/U assigned. Motion passed; motion: Salahuddin, second: Kenemore.
6. Subcommittee Reports
- a. Student Petitions Subcommittee (Hrozencik)
 - i. Note: EdD students have 7 years to complete degree requirements before courses become aged.
 - 1. Marcus Wright
 - 2. LaTunya K Boyd
 - 3. Sabrina Alexander
 - 4. Roxane Dupuis
 - 5. Catalina Ortiz
 - b. Graduate Thesis and Dissertation Guides update (Porter)
 - i. Motion to approve posting of theses and dissertations to ProQuest with unsigned committee form and storing signed committee form as an administrative document to reduce opportunity for identity theft. Motion passed. Motion: Salahuddin second: Kenemore.
7. Presentations, Policy and Process Issues
- a. Catalog updates will be made with all UGC actions from 2016-2017 over summer for fall catalog.
8. The meeting adjourned at 1:50 pm. Motion: Salahuddin second: Kenemore