

University Graduate Council – Chicago State University

Meeting #3 – Fall 2016 November 8, 2016

Cook ADM 301

Minutes

Attendees: Voting members - B Aghahowa, W Al Ghouli, M Ayyash, C Busch, J Chen, G Gomez, D Hrozenicik, T Kenemore, D Lynch, J Marshall, B Martin, S Morikawa, G Porter, M Salahuddin, B Seo, E Wittbrodt, Ex Officio – P Carney

1. Approval of Agenda (motion Block, second Lynch)
2. Announcements
 - a. The Office of Graduate and Professional Studies represented CSU's Graduate and Professional Programs at the NIU Graduate School Fair and St. Xavier Graduate School Fairs in October. Faculty recommended CSU promote graduate programs through radio spots and suggested several English and Spanish-language radio stations as avenues to reach prospective graduate students. This information will be forwarded to and discussed with the Office of Marketing.
 - b. Fall Open House will be held on November 15, 2016 5-7PM – Library Sunroom (4th Floor) to promote all CSU graduate and professional programs. In addition, representatives from Graduate Admissions, The Office of Financial Aid and Alpha Epsilon Lambda, The National Graduate and Professional Honor Society will attend. Light refreshments will be served.
 - c. A proposal for an Online Campus is in early stages of discussion. The goal will be to communicate our online course offerings and fully online programs to a broader community. The Distance Education Committee is discussing a process for approving fully online programs; they currently approve courses and review faculty completion of training in online teaching and learning.
3. Curricular Matters
 - a. Program actions
 - i. Update to tabled curriculum action to modify AODA post-bac certificate – certificates with fewer than 18 credit hours –
 1. Certificates with fewer than 18 credit hours is feasible per Registrar (Need to differentiate from post-bac certificate with naming convention such as advanced certificate)
 2. Curriculum action –
 - a. if not a new level then is reviewed through normal CSU curriculum review process – reported to IBHE but does not need to be preapproved by IBHE

- i. ex: Change 18 credit GIS post-bac certificate to 12 credit GIS advanced certificate
 - b. If new level then does need IBHE approval
 - i. Ex: Add new 12 credit GIS advanced certificate but retain 18 credit post-bac certificate
 - 3. Advanced certificates with fewer than 18 credits are not eligible for any financial aid (post-bac (18 hr) may be eligible for financial aid from undergraduate pool if approved by DOE)
 - 4. Post-baccalaureate certificate programs considering changes will incorporate this information into their program planning process.
 - ii. Health Education Endorsement-course offerings have been in existence for individual student submission - courses being submitted to UGC to formalize endorsement. Motion to approve Health Education Endorsement. (Motion Seo, Second Busch). The motion passed.
 - iii. Driver's Education Endorsement-course offerings have been in existence for individual student submission - courses being submitted to UGC to formalize endorsement. Motion to approve Driver's Education Endorsement. (Motion Seo, Second Busch). The motion passed.
 - iv. Curriculum and Instruction Master's Degree-existing curriculum – Motion to offer program 100% online with internship in the field. (Motion Kenemore, second Aghahowa) The motion passed.
 - b. Course actions
 - i. ED 5312 Teaching with Technology-Description typographical error catalog change – Not addressed during meeting.
4. Presentations, Policy and Process Issues
 - a. Standing Subcommittee Meetings (if subcommittee has met since last UGC meeting)
 - i. Policy and Standards Subcommittee
 - 1. Presented motion: Each College Graduate Council and associated departments will discuss thesis and capstone definitions and grading and report back to UGC at the February Meeting. (Motion: Block, second: Kenemore)
 - ii. Thesis/Dissertation Completion and Fellowship
 - iii. Graduate Faculty
 - iv. Recruitment and Admissions
 - v. Student Appeals and Petitions
5. Adjournment
 - a. The meeting was adjourned at 1:50 pm. (Motion: Ayyash, Second ____)