

**Chicago State University – The University Graduate Council [UGC]**

**Meeting #6: Fall 2014**

**October 22, 2014**

**Cook Adm 301**

**12:30-2:30 pm**

**MEETING MINUTES**

Council Members in Attendance: D. Block; K. Witherspoon; B. Aghahowa; A. Abraha; M. Salahuddin; S. Seyfried; W. Al-Ghoul; J. Crossley; M. Ayyash; S. Hu; B. Seo; B. Martin; B. Leys; A. Montes; D. Lynch; C. Valenciano; M. Harrison; S. Alvilez; E. Wittbrodt; L. Young; T. Britt; G. Porter; N. Fazal; P. Carney; R. Shaw [GA]

Visitors: Y. Warren; B. Rowan; A. Abraha; J. Ade-Oshifoguw

Call to Order: The meeting was called to order at 12:35 pm and announcements were made. A quorum present at 12:40 and the meeting commenced.

**1.1 Agenda**

The agenda was approved as submitted.

**1.2 UGC Meeting Minutes**

The minutes of the May 8, 2014 meeting were approved with addition of members who were present at the meeting.

**1.3 Presentations, Policy & Process Issues**

1. Mr. Harrison presented a motion about document retention for admitted students who do not attend CSU. Admission documents for students admitted to graduate programs will be destroyed after 3 years if the student does not matriculate at Chicago State University. Motion made by Dr. Alshore and 2<sup>nd</sup> Dr. Leys; motion unanimously carried.
2. Application for graduation will be moved to earlier date in semester to provide time for degree audit and resolution of issues prior to graduation as needed. Date will be announced at a later date.
3. Graduate Networking Night at CSU – TBD Thursday 11/6/14, 5:30 – 7:30pm, 4<sup>th</sup> Fl Library
4. College and Program-Level Recruiting—
  - a. “Sell Sheets” proposed and put forth as one-page program overview for students. GA Richard Shaw will lead the project during the 2014-15 academic year.
5. Electronic Thesis/Dissertation Subcommittee Report—
  - a. Report of status of pilot of thesis/dissertation posting by CSU students was reviewed by the subcommittee and highlights were presented to UGC.
  - b. Motion to fully adopt ProQuest for posting of CSU master’s these and dissertations made by Dr. Ayyash—2<sup>nd</sup>, Dr. Leys; motion carried unanimously
6. UGC Subcommittees – signup sheets shared for future work TBA
7. Graduate and Professional Program Policies—
  - a. Pursuing Multiple Degrees: Issue tabled for future faculty department input
  - b. Academic Requirements for the Master’s Degree Proposals: Issue tabled for future faculty department input, as numerous language loopholes needed further clarification

c. Graduate and Professional Student Activities—

- i. Alpha Epsilon Lambda Graduate and Professional Student Honor Society invitations were sent to graduate students with qualifying GPAs. Students with documented leadership experience who are interested in joining will submit application.
- ii. Graduate and Professional Student Advisory Board is being formed and will meet with the Assistant Provost at least once each semester. There will be representation from each college with graduate or professional programs.

1.4 Student Petitions

1. Student A – petition to accept aged courses—motion by Dr. Leys to accept courses, and extend to Dec. 2015 to complete MA in Geography, 2<sup>nd</sup> by Dr. Ayyala; unanimously carried
2. Student B – petition to extend time to complete MA in Geography—motion by \_\_\_\_\_, 2<sup>nd</sup> by \_\_\_\_\_; carried with 2 abstentions. Issue on aged courses tabled.
3. Student C – petition to accept aged courses and extend time to complete MA in Counseling—motion by Dr. Lynch, 2<sup>nd</sup> Dr. Crossly, carried unanimously to accept aged courses, and extend completion time to May 2015 [student currently on internship].
4. Student D – petition to accept aged courses and extend time to complete MA in Counseling—motion by Dr. \_\_\_\_\_, 2<sup>nd</sup> Dr. \_\_\_\_\_, carried unanimously to accept aged courses, and extend completion time to May 2015

1.5 Curricular Matters

1. Additions, Deletions and Changes to Course Offerings: On all courses, issues were tabled to November Meeting, secondary to quorum no longer present for voting.

Meeting adjourned 2:35 pm.