

**GRADUATE COUNCIL MINUTES**  
**Tuesday, September 18, 2018, 9:00 a.m., McCormick 159**

**Call to Order**

The meeting was called to order at 9:03 by Amy Hurd, Director of Graduate Studies.

**MEMBERS PRESENT**

Membership/Student

Development Committee: Michaelene Cox, Steve Mertens, Kyle Miller, Matt Nelson, Carla Pohl, Sarah Smelser

Curriculum Committee: Kim Astroth, Tracy Mainieri, Art Martinez, Robert Quinlan, John Rugutt

Research Committee: Dawn McBride, Mike Mulvaney, Ui-Jeen Yu

**MEMBERS ABSENT**

Membership/Student

Development Committee: Nweze Nnakwe

Curriculum Committee: Rick Nagorski

Research Committee: Christopher Mulligan

Graduate Student: Arundhati Bhattacharya

Also present: Rachel Caracci, Associate Director of Graduate Studies, Dana Davidson, and Kim Shennett from the Graduate School

**Approval of Minutes**

Matt Nelson moved to approve the minutes of April 24, 2018. Sarah Smelser seconded, all approved.

**Administrative report**

- a. The incoming members of Council were welcomed
  - i. Membership/Student Development
    - Kyle Miller, Teaching and Learning
    - Nweze Nnakwe, Family and Consumer Sciences
  - ii. Curriculum Committee
    - John Rugutt, Educational Administration
    - Kim Astroth, Nursing
  - iii. Research Committee
    - Dawn McBride, Psychology
    - Ui-Jeen Yu, Family and Consumer Sciences
  
- b. INTO update
  - i. INTO ISU is up and running. The Executive Director position has been filled. Currently, 62 students in the program. A mix of undergraduate and graduate students. Approximately, half are enrolled in academic English. The majority of enrolled graduate students are in pathway programs. There were Visa issues with several prospective students.

- c. Census data
  - i. Graduate enrollment up 3%. First year enrollment down 50 students. Most growth in Mathematics, Master of Business Administration, and History programs.
  
- d. 2018-19 graduate initiatives
  - i. Enhance recruitment, retention, and increase applications  
 Capitalize on programs with room for growth. Research maximum enrollment per program.  
 Cater to the needs of the adult learner population. High school teachers are required to have a masters in a subject area or a masters plus eighteen hours in a subject area to teach dual credit high school courses. There is a need for on-line dual credit certificate programs, possibly containing 8 week courses, in English, Communication, Humanities, STEM, Social Studies, and Mathematics to fill this need.  
 Statistics confirm enrollment in on-line programs are typically those living in the area. Take advantage of the lack of opportunity currently available in the mid-state and downstate regions.
  - ii. Rachel Caracci, Associate Director of the Graduate Studies, attending recruitment fairs. She is happy to assist with questions regarding application process. Her graduate assistant is assisting with marketing/social media efforts.
  - iii. Grow accelerated master's programs  
 Fifteen students admitted this fall into Family & Consumer Sciences accelerated programs. New program in curriculum process in Mathematics. Western Illinois already has 60+ programs.
  
- e. Graduate Admissions and Slate
  - i. Domestic admission application processors are housed in the Graduate School. All international and INTO applications processed by INTO ISU processors in Fell Hall. The two areas work closely on admissions processes.
  - ii. Slate is the new admissions application system. Fall 2019 first applications. More user friendly. View one screen instead of multiple. Separate section for approver. Transcripts can be uploaded into Slate for graduate students. Work around for ISU transcripts. Two separate applications for international admissions, one for INTO and one for direct applicants.
  
- f. Council of Graduate Schools
  - i. The Council of Graduate Schools consulting team will be on campus October 17 & 18.

### **Committee reports**

- a. Membership/Student Development
  - i. Fall Scholarship applications due September 15<sup>th</sup>
  - ii. Graduate Faculty Nominations due October 1<sup>st</sup>
  
- b. Curriculum
  - Curriculum report was submitted and Council accepted it.

- c. Research  
The Dissertation Completion Grant applications are due September 28<sup>th</sup>.

### **Old business**

- a. None

### **New business**

- a. Dual credit course removal  
Discussion of the pros and cons of the proposal, to be reviewed by the Graduate and Undergraduate Curriculum Committees, to eliminate new dual credit courses (300 level for graduate credit). New or revised dual credit courses require establishment of a 300 level and a separate 400 level course rather than one 300 level dual credit course. Once both courses are approved, they are scheduled to be taught in the same room, at the same time, by the same instructor, mirroring current practice. Such an assignment will be equivalent to one section of a single course, because the maximum number of students in the class would not increase, the number of contact hours would remain the same, and the faculty work load would not increase since graduate students in dual credit courses should already be completing the additional graduate level work prior to this change.
- b. Selection of committee chairs  
Membership/Student Development – Sarah Smelser  
Curriculum – Robert Quinlan  
Research – Dawn McBride

Meeting was adjourned.

## **GRADUATE CURRICULUM COMMITTEE REPORT**

Submitted to the Graduate Council September 18, 2018. For complete curriculum proposal information please see the University's Curriculum Proposal site:  
[registrar.ilstu.edu/curriculumforms/](http://registrar.ilstu.edu/curriculumforms/)

### **FOR INFORMATION**

#### **New Courses**

BE 430 DECISION-MAKING FOR CONSUMERS (3 sem. hrs.) (2019-2020 Graduate Catalog)  
Survey of consumer problems, trends, and information. Topics include: budgeting, housing, credit, investments, taxes, retirement, savings, and financial planning.

BE 461 ACCOUNTING METHODS (1 sem. hr.) (2019-2020 Graduate Catalog)  
Basic Accounting teaching methods. Not for credit if had BE 361.

BE 462 BASIC BUSINESS AND MARKETING INSTRUCTION (3 sem. hrs.) (2019-2020 Graduate Catalog)  
Methods of teaching basic business, consumer economics, and marketing. Not for credit if had BE 362.

BE 465 PROGRAMMING FOR MOBILE APPLICATIONS (3 sem. hrs.) (2019-2020 Graduate Catalog)  
Develop the skills necessary to teach mobile programming. Not for credit if had BE 365.

BE 480 ORGANIZATION AND ADMINISTRATION OF CAREER AND TECHNICAL COOPERATIVE EDUCATION PROGRAMS. (3 sem. hrs.) (2019-2020 Graduate Catalog)

Planning and organizing a cooperative program; emphasis on recruitment, selection of training stations, student placement, and operation of a cooperative education program. Not for credit if had BE 380 or FCS 380.

**BE 482 COORDINATION TECHNIQUES OF CAREER AND TECHNICAL COOPERATIVE EDUCATION (3 sem. hrs.) (2019-2020 Graduate Catalog)**

Coordination techniques needed for high school and post-secondary teacher coordinators in integrating classroom activities with daily employment. Not for credit if had BE 382 (or FCS 382 or TEC 306).

**BSC 319 GENETICS OF BEHAVIOR (4 sem. hrs.)**

This course will explore how genes contribute to various behaviors using the scientific literature and a hands-on laboratory experience. Lecture and lab. Materials charge optional. Prerequisite: BSC 219. **Formerly BSC 370A01.** Prerequisites: BSC 219.

**BSC 451 CELL SIGNALING AND REGULATION (3 sem. hrs.)**

Molecular mechanisms by which cells communicate and make decisions. Includes signal transduction pathways; regulation of cell form, growth, division, differentiation. Not for credit if had BSC 351. Prerequisites: BSC 203 or consent of the instructor.

**CHE 481 CAPSTONE RESEARCH PROJECT I (3 sem. hrs.)**

Utilization of knowledge gained from the program to learn about and develop a chemistry education research project in a classroom. Not for credit in the M.S. in Chemistry program. Prerequisites: CHE 401, 402, or 403.

**CHE 482 CAPSTONE RESEARCH PROJECT II (3 sem. hrs.)**

Utilization of knowledge gained from the program to conduct and report on a chemistry education research project in a classroom. Not for credit in the M.S. in Chemistry program. Prerequisite: CHE 481.

**PHI 360 TOPICS IN ENVIRONMENTAL PHILOSOPHY (3 sem. hrs.)**

Critically examines recent issues in environmental philosophy, e.g., animal minds/rights, climate ethics, food ethics, conceptions of nature, ecofeminism, ecosocialism. Multiple enrollments are allowed for credit if topic is different; maximum of 6 hours. Prerequisite: One PHI course or consent of the instructor; or graduate standing.

**PSY 477 SCHOOL-BASED PREVENTION AND INTERVENTION SERVICES (3 sem. hrs.)**

This course provides theoretical and applied training in preventive and responsive services within multi-tiered support framework in schools. Prerequisites: PSY 433 and 473. Graduate standing in School Psychology or Clinical-Counseling psychology, or consent of the department is also required.

### **Delete/Inactivate Courses**

**BE 330 DECISION-MAKING FOR CONSUMERS (3 sem. hrs.) (2019-2020 Graduate Catalog)** Survey of consumer problems, trends, and information. Topics include: insurance, housing, credit, life-styles, consumer protection, leisure, and achieving financial security. Also offered as FCS 330. BE 430 replaces this course.

**BE 380 ORGANIZATION AND ADMINISTRATION OF CAREER AND TECHNICAL COOPERATIVE EDUCATION PROGRAMS (3 sem. hrs.) (2019-2020 Graduate Catalog)**

Planning and organizing a cooperative program; emphasis on recruitment, selection of training stations, student placement, and operation of cooperative plan. Includes Clinical Experiences: 5 hours. Also offered as FCS 380.

**BE 382 COORDINATION TECHNIQUES OF CAREER AND TECHNICAL COOPERATIVE EDUCATION PROGRAMS (3 sem. hrs.) (2019-2020 Graduate Catalog)**

Coordination techniques needed for high school and post-secondary teacher coordinators in integrating classroom activities with daily employment. Includes Clinical Experiences: 5 hours. Also offered as FCS 382 and TEC 306. This course is being replaced with BE 482 for graduate credit only.

FCS 380 ORGANIZATION AND ADMINISTRATION OF CAREER AND TECHNICAL COOPERATIVE EDUCATION PROGRAMS (3 sem. hrs.) (2019-2020 Graduate Catalog)

Planning and organizing a cooperative program; emphasis on recruitment, selection of training stations, student placement, and operation of cooperative plan. Also offered as BE 380. Includes Clinical Experience: 5 hours.

FCS 382 COORDINATION TECHNIQUES OF CAREER AND TECHNICAL COOPERATIVE EDUCATION PROGRAMS (3 sem. hrs.) (2019-2020 Graduate Catalog)

Coordination techniques needed for high school and post-secondary teacher coordination in integrating classroom activities with daily employment. Also offered as BE 382 and TEC 306. Includes Clinical Experience: 5 hours.

TEC 306 COORDINATION TECHNIQUES OF CAREER AND TECHNICAL COOPERATIVE EDUCATION PROGRAM (3 sem. hrs.) (2019-2020 Graduate Catalog)

Coordination techniques needed for high school and post-secondary teacher-coordinators in integrating classroom activities with daily employment. Also offered as BE/FCS 382. Includes Clinical Experience.

### **Remove Graduate Credit from Courses**

BE 361 ACCOUNTING METHODS (1 sem. hr.) (2019-2020 Graduate Catalog)

Methods of teaching accounting. Prerequisites: BE 260 or concurrent registration or graduate standing. Admission to Professional Studies.

BE 362 BASIC BUSINESS AND MARKETING INSTRUCTION (3 sem. hrs.) (2019-2020 Graduate Catalog)

Methods of teaching basic business, consumer economics, and marketing. Formerly *BASIC BUSINESS, ACCOUNTING, AND MARKETING INSTRUCTION*.

Prerequisites: BE 260 or concurrent registration or graduate standing. Admission to Professional Studies.

BE 363 METHODS OF TEACHING KEYBOARDING, INFORMATION PROCESSING, AND COMPUTER APPLICATIONS (3 sem. hrs.) (2019-2020 Graduate Catalog)

Instructional strategies in the teaching of keyboarding and computer applications at the junior high and high school levels. Prerequisites: BE 225, 260 or concurrent registration or graduate standing. Admission to Professional Studies or admission to a graduate program.

BE 364 TEACHING KEYBOARDING AND INFORMATION PROCESSING IN ELEMENTARY SCHOOLS (1 sem. hr.) (2019-2020 Graduate Catalog)

Methods of teaching keyboarding and information processing for elementary students. Includes Clinical Experiences: 5 hours. Prerequisites: BE 363, or concurrent registration or graduate standing. Admission to Professional Studies.

BE 365 PROGRAMMING FOR MOBILE APPS (3 sem. hrs.) (2019-2020 Graduate Catalog)

Develop the skills necessary to teach mobile programming. Prerequisites: BE 225, concurrent registration, or consent of the instructor or graduate standing.

### **Revision to Courses**

ENG 351 DIGITAL RHETORICS (3 sem. hrs.) (Revise the title, description, and prerequisites)

Study of theory and research in digital rhetoric as a basis for the production of multimodal, web-based texts. Formerly *HYPertext*. Prerequisites: Junior/senior standing; ENG 239, 249, 283, consent of the instructor; or graduate standing.

HSC 377 HEALTH AND WELLNESS COACHING (3 sem. hrs.) (Graduate credit added.)

An overview of health and wellness coaching with emphasis on models, approaches, and evidence-based skills. Prerequisite: HSC 296 or graduate standing.

### Reactivation of Courses

FRE 460 SEMINAR ON FRENCH THEATER (3 sem. hrs.)

Intensive study of a particular movement or period of French theater, including both theory and practice. Multiple enrollments allowed if content is different.

MQM 426A17 ADVANCED PROJECT MANAGEMENT (3 sem. hrs.)

Builds upon the topics covered in prerequisite course by an applied seminar format to focus contemporary project management issues. Prerequisite: MQM 426A16.

### Editorial Revision to Courses

ANT 302 ETHNOGRAPHIC METHODS (3 sem. hrs.) (Revise course title) (2019-2020 Graduate Catalog)

Study of the techniques used to describe cultural practices and beliefs. Formerly *ETHNOGRAPHY*. Prerequisite: A minimum of 75 hours completed or consent of the instructor, or graduate standing.

GEO 363 GIS APPLICATIONS IN GEOSCIENCES (3 sem. hrs.) (2019-2020 Graduate Catalog)

Introduction of geographic information systems applied to geology problems. Includes vector and raster analyses of geologic, environmental, and subsurface features. Formerly *GIS APPLICATIONS IN GEOLOGY*. Prerequisite: GEO 100 or 202 or 203 or consent of instructor; or graduate standing.

MUS 396 MUSICAL STYLES SINCE 1900 (3 sem. hrs.) (2019-2020 Graduate Catalog)

Analytical inquiry into the compositional techniques evidenced in selected, representative works by major composers of the period. Formerly *MUSICAL STYLES OF THE TWENTIETH CENTURY*. Prerequisite: MUS 254 or graduate standing.

TCH 334 ENGLISH LEARNERS IN THE MIDDLE LEVEL CLASSROOM (3 sem. hrs.) (Revise the description)

This course provides methods and materials of teaching English Learners at the middle grade level. Includes satisfactory completion of clinical experience. Prerequisites: Middle Level Teacher Education majors only; TCH 130; or graduate standing.

### Decimalization of Courses

TCH 470A11 SEMINAR IN LITERACY: CLINICAL READING RESEARCH AND PRACTICE (3 sem. hrs.) (2019-2020 Graduate Catalog)

The study of reading and practical applications of reading research in a clinical setting. Prerequisite: TCH 467 or consent from the course instructor.