

**MINUTES OF THE COUNCIL ON GRADUATE STUDIES**  
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**September 18, 2001**

The Council on Graduate Studies met at 2:05 p.m. on Tuesday, September 18, 2001, in the Arcola/Tuscola Room.

Members present: Dean Augustine, Dr. Costa, Mr. Goldacker, Dr. Havey, Dr. Hoberman, Dr. Key, Ms. Meiners, Dr. Noll, and Dr. Reven.  
Member absent: Dr. Liu.  
Staff present: Ms. Karr.  
Guests present: Dr. G. Foster, Dr. N. Small, and Dr. A. Shelton.

I. Minutes.

The Minutes of September 4, 2001 were approved as written.

II. Agenda Items Acted On.

1. 01-18, HIS 5020, Course Proposal for History 5020.

- Dr. Small and Dr. Shelton presented the proposal and answered questions of the Council. Dr. Costa moved and Dr. Havey seconded the motion to vote on the agenda item. The motion to approve the proposal as amended passed unanimously.

This action approves the following to become effective Spring 2003.

HIS 5020. Historical Interpretation and Public Programs (3-0-3) S Hist Interp&Prog. Study of the basic principles and communications process involved in presenting the past to public audiences. Emphasis is placed upon historiography and the educational theory and interpretive techniques used at historic sites and museums in the development of effective public programs. Prerequisite: Permission of the instructor.

2. 01-19-r, Curriculum Revision in History with option in Historical Administration.

- Dr. Small and Dr. Shelton presented the proposal and answered questions of the Council. Dr. Hoberman moved and Dr. Noll seconded the motion to vote on the agenda item. The motion passed unanimously.

This action approves the following to become effective Fall 2002.

**Degree: Master of Arts**

**Major: History**

**Option: Historical Administration**

Mark Voss-Hubbard, Ph.D., Coordinator of Graduate Studies in History  
Nora Pat Small, Ph.D., Coordinator of Graduate Studies, Historical Administration Option

Phone: 581-3310

Web Page: <http://www.eiu.edu/~history/grad/>  
<http://www.eiu.edu/~history/ha/>

**Graduate Faculty:**

Anita K. Shelton, Ph.D., Department Chairperson  
Barnhart, T.; Beck, R.; Curry, L.; Hardeman, M.; Kammerling, J.; Key, N.; McElligott, J.; McMillian, D.; Miller, P.; Reid, D.; Riccio, R.; Small, N.; Smith, D.; Voss-Hubbard, M.; Wehrle, E.; Young, B.

**Program Mission:** In addition to furthering their knowledge of United States, European, and World history through reading and research, students in the graduate program in history develop their skills in writing and critical thinking. The M.A. program in History prepares graduates to pursue teaching, research (in government, business, or academia), and further graduate study. The program in Historical Administration prepares students for work in historical museums, archives, historical societies, and related cultural organizations.

**Admission Requirements:** To be eligible for degree candidacy, applicants must meet all of the requirements for admission to the Graduate School (see "Requirements for Degree-Seeking Students"). Additional requirements include completing an application from the appropriate History Department Graduate Coordinator, submitting a statement of professional goals, and two confidential letters of recommendation. Admission to the graduate program in History requires a minor in history or its equivalent. For the Option in Historical Administration, contact the graduate coordinator for admission requirements. Students must have written approval of the department prior to counting any graduate-level course (outside Eastern Illinois University's History Department) toward graduate credit.

**Study Plan Approval:** For the M.A. in History, the student chooses during the first month of course work a history professor to head the student's exam committee in his or her intended concentration. The student should meet with the committee head (as well as the advisor) from time to time to monitor progress towards exams. For both the M.A. in History and the Historical Administration Option, the study plan should be approved by the department graduate coordinator and filed in the Graduate School at the beginning of the last semester in which the student is enrolled in courses counting toward the graduate degree. The student must also contact professors who agree to serve as exam committee members based on the student's concentration at that time.

**Concentrations for the M.A. in History:**

European Concentration:

The majority of course work on the study plan must be in European history and two exam committee members must be chosen from professors who are European specialists. (Written exams are to cover Medieval/Early Modern to Modern). The minor field will be United States or World history.

United States Concentration:

The majority of course work on the study plan will be in United States history and two exam committee members must be chosen from professors who are United States specialists. (Written exams are to cover colonial period to present). The minor field will be European or World history.

**Degree Requirements:** Degree requirements include those outlined for the Master's Degree by the Graduate School (see "Requirements for the Master's Degree"). In addition, all candidates must pass a written comprehensive examination in the student's concentration and an oral comprehensive examination in both concentration and minor field upon completion of all course work, and submit a graded and revised research paper and a bibliography of works read during their graduate studies. Those students whose written exams (both parts) are awarded a "pass with distinction" by both readers from the committee may be awarded (upon the approval of the full exam committee) the same "pass with distinction" on the certificate of comprehensive knowledge (and the official transcript) upon successful completion of the oral examination.

HISTORY (M.A. with option in Historical Administration)	
HIS 5010, <del>5020, 5030</del> , 5050, 5070, 5090, 5110, <del>5111</del> , 5330, <del>5360</del>	
JOU 5001	
Electives (one from EACH group):	
Group A: 3 hrs. in any graduate American history course	
Group B: select one of the following courses or any approved applied History course: HIS 4900, 4920, <del>or 5030</del>	32 s.h.
HIS 5980 (6 hrs. required) .....	6-12 s.h.
TOTAL .....	<del>37</del> 38-44 s.h.

3. 01-20, SOC 4820, New Course Proposal for Sociology 4820.
  - Dr. Foster presented the proposal and answered questions of the Council. Dr. Reven moved and Dr. Hoberman seconded the motion to vote on the agenda item. The motion to approve the proposal as amended passed unanimously.

This action approves the following to become effective Spring 2002.

SOC 4820. Sociology of Health and Health Care. (3-0-3) S Soc of Health. This course provides a sociological analysis of health, illness, and health care systems. Substantive topics covered include the social distribution of health and illness, the illness experience, the socialization and development of health care workers, and the social organization of medicine. Prerequisite: SOC 2710 or permission of the instructor.

This action approves the following to become effective immediately.

4. 01-21, Repeating Graduate Courses Policy.
  - Dr. Noll moved and Dr. Havey seconded the motion to vote on the agenda item. The

motion passed unanimously.

Current Policy Wording	Proposed Policy Wording
<p><b>Repeating Courses</b></p> <p>Graduate students may repeat graduate courses in which a grade of D or F were received. Both the original grade and the repeated grade will be recorded on the transcript and will be included in the computation of the graduate GPA. The repeated semester hours are not counted.</p> <p>With prior approval graduate students may repeat any course numbered 4750 or above in which a grade of A, B, C, or CR was previously earned and which is not normally repeated. The repeated course and course grade will appear on the student's transcript; however, the repeated course credit will not count toward degree requirements nor will the grade be included in the calculation of the graduate grade point average.</p> <p>Students must have approval of the academic department and approval of the Graduate School prior to enrollment in the repeated course through the Graduate Waiver and Appeals Process. If the student also seeks to use the repeated course as part of a degree program to be included on the Graduate Study Plan and wishes to include the grade for the repeated course in the graduate grade point calculation, the student must specify those conditions in the waiver at the time the student initiates the request to enroll in a repeated course.</p>	<p><b><u>Repeating Courses</u></b></p> <p>Graduate students may repeat graduate courses in which a grade of D or F was received. Both the original grade and the repeated grade will be recorded on the transcript and will be included in the computation of the graduate GPA. If the grade earned for the repeated course is a C or better, the course and the semester hours may be applied to the degree or certificate program. If the grade for the repeated course is less than a C, neither the course nor the semester hours may be applied to the degree or certificate program.</p> <p>With prior approval of the academic department, graduate students may repeat any course numbered 4750 or above in which a grade of A, B, C, or CR was previously earned and which is not normally repeated. The repeated course and course grade will appear on the student's transcript; however, the repeated course credit will not count toward degree requirements nor will the grade be included in the calculation of the graduate grade point average.</p>

5. 01-24, Student Appeal for Restoration to Degree Candidacy with Stated Conditions.

- The Chair requested and the Council agreed to suspend the bylaws so the agenda item could be acted on at this meeting.

Dr. Reven moved and Dr. Noll seconded the motion to vote on the agenda item. The motion passed with the following vote.

Yes: Costa, Havey, Hoberman, Key, Meiners, Noll, and Reven.

Abstain: Goldacker.

III. Add to the Agenda.

Dr. Reven moved and Dr. Costa seconded the motion to add the following items to the agenda:

- 01-22, IST 5330, New Course Proposal for Information Services and Technology, 5330.
- 01-23, IST 5331, New Course Proposal for Information Services and Technology, 5331.

01-24, Student Appeal for Restoration to Degree Candidacy with Stated Conditions.

The Council agreed with the Chair's request to suspend the bylaws requiring agenda items be added to the agenda in one meeting and voted upon in the next meeting. This item was voted on at this meeting.

IV. Communications.

1. Revised Policy on GRE/MAT and TOEFL scores.

2. Email from Dr. Dietz requesting a representative from CGS to work with the CAA subcommittee that is examining the recommendations contained in the Report from the Taskforce on Technology-Enhanced and Delivered Courses.
  3. Letter from Dean Hohengarten requesting a representative from CGS to serve a one-year term on the Enrollment Management Advisory Committee.
    - Dean Hohengarten has already been notified of the CGS representative selected to serve on the committee.
  4. Request for Executive Action regarding the Historical Administration option from the College of Arts and Humanities.
  5. Communication from Dean Augustine regarding the IBHE Program Review.
    - A taskforce comprised of Dean Augustine, Mr. Goldacker, and Dr. Costa was formed to consider the program review process and will report their findings to the Council.
- V. Dean's Report.  
Dean Augustine stated he would attend the Illinois Council of Graduate Schools meeting in Chicago in October.

The meeting was adjourned at 3:29 p.m.

Luann Karr, Coordinator

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**ANNOUNCEMENT OF THE NEXT MEETING**  
**Tuesday, October 2, 2001, 2:00 p.m.**  
**Arcola/Tuscola Room**

**Agenda:**

- 01-22, IST 5330, New Course Proposal for Information Services and Technology, 5330.  
 01-23, IST 5331, New Course Proposal for Information Services and Technology, 5331.

**Pending Executive Actions:**

1. Natural Sciences Major (M.S.) – Revise the MSNS/General Science Concentration to read as follows: “(Minimum of 12 s.h. in biological sciences, chemistry, earth science/geology, or physics with thesis option; 15 s.h. minimum with non-thesis option. Students must complete at least one course each in biological sciences, chemistry, earth science/geology and physics.)”
2. Natural Sciences Major (M.S.) – Revise the MSNS/Physical Science Concentration to read as follows: “(Minimum of 12 s.h. in chemistry, earth science/geology, or physics with thesis option; 15 s.h. minimum with non-thesis option. Students must complete at least one course each in chemistry, earth science/geology and physics.)”
3. SCI/BIO, SCI/CHM, SCI/ESC, SCI/PHY graduate courses -- Eliminate the SCI prefix from BIO, ESC, CHM and PHY courses numbered 5031 through 5170 for the MSNS program. These courses will be listed by their departmental designation only – ESC 5031, 5032, 5033, 5034, 5035, 5036, 5037; BIO 5039, 5041, 5042, 5043, 5044, 5045, 5046, 5047, 5048, 5049, 5051, 5052; CHM 5040, 5050, 5070, 5080; PHY 5120, 5130, 5140, 5150, 5160, 5170