

# COUNCIL ON GRADUATE STUDIES

## Meeting Agenda

September 3, 2024

### 1. Minutes

- a. Approval of the April 23, 2024 meeting minutes

### 2. Communication

- a. Introduction of new members
- b. Election of Chair and Vice Chair
- c. **EA-CHHS-25-01** Nutrition & Dietetics Catalog Wording Revision
- d. **EA-COE-25-02** Higher Ed & Community College Accelerated Program Course Listing Correction
- e. **EA-GRAD-25-03** Revision to Accelerated Program Grading Policy
- f. **EA-GRAD-25-04** Revision to Graduate-Level Transfer Credit Restrictions Policy
- g. **EA-CHHS-25-05** Revision to KSR 4764 & 4765 Prerequisite Changes
- h. **EA-CHHS-25-06** Add enrollment restriction to KSR 5225
- i. **EA-GRAD-25-07** Catalog Language for Coordinated Program Requirements

### 3. Items to be Added to the Agenda

- a. **25-01** IGP 46 Revision I, DC, X grade in Second Master's Degree Programs
- b. **25-02** IGP 47 Graduate Faculty Membership Revision

### 4. Items to be Acted Upon

- a. None

### 5. Items Pending

- a. None

### 6. Other

- a. None

### 7. Committee Reports

- a. Graduate Student Advisory Council (GSAC)
- b. Booth Collaborative Advisory Committee
- c. Textbook Rental Advisory

### 8. Dean's Report

- a. **Fall Summit:** September 4, 2024, 3:30 p.m. in Booth Library West Reading Room

## **Council on Graduate Studies Minutes April 23, 2024**

The April 23, 2024 hybrid meeting of the Council on Graduate Studies met in 3108 Blair Hall at 2:00 pm.

**Members Present:** Dr. Bonnie Laughlin-Schultz, Dr. Nikki Hillier, Dr. Nichole Hugo, Dr. Alexis Jones, Dr. Chris Laingen, Dr. Farhad Sadeh, Ms. Chavionne Thomas

**Members Absent:** Dr. Wesley Allan

**Staff Present:** Interim Dean Dr. Robert Chesnut, Ms. Myra Taylor

**Guests Present:** Dr. Marjorie Worthington, Dr. Maranda Schaljo, Dr. Mark Kattenbraker, Dr. Margaret Floress, Dr. Assege HaileMariam, Dr. Gary Canivez, Dr. Nichole Mulvey, Dr. Catherine Polydore, Dr. Diane Timm

### **1. Minutes**

The minutes of the March April 9, 2024 meeting were reviewed. Hearing no changes or objections, the minutes stand as written.

### **1. Communication**

- a. **College of Health & Human Services Curriculum Committee Minutes** April 8, 2024
- b. **College of Liberal Arts & Sciences Curriculum Committee Minutes** March 27, 2024

Motion made by Dr. Laingen to accept the communication items. Seconded by Dr. Jones. Motion carried by acclamation.

Discussion was held regarding the appointment of a Chair and Vice Chair to the Council for the 2024-2025 Academic Year. Dr. Alexis Jones agreed to accept the Chair position pending the 2024-2025 Council for Graduate Studies approval of same. A Vice Chair nominee remains needed and requests for a nominee or nominees will be made that the initial Council on Graduate Studies meeting in academic year 2024-2025.

### **2. Items to be Added to the Agenda**

- a. **None**

### **3. Items to be Acted Upon:**

- a. **24-39** KSR 4770 Program Design in Strength and Conditioning (New Course)

Dr. Schaljo discussed the course proposal. Motion made by Dr. Hillier to approve; seconded by Dr. Laingen. Motion approved by roll call vote.

- b. **24-40** Revise Certificate in the Teaching of Writing (English)

Dr. Worthington discussed the proposed Certificate in the Teaching of Writing revision. Interim Dean Chesnut highlighted a point raised by Certification Officer Lana Beasley regarding the wording of the Certificate, which allowed for the possibility of students taking 12 credit hours of courses below the 5000 level. Dr. Chesnut stated that for the Certificate, at least one of the three (3) credit hour courses taken out of the total 12 credit hours must be at the 5000 level or above. Dr. Worthington agreed to the revision. Motion made by Dr. Hillier to approve with suggested revision; seconded by Dr. Jones. Motion approved by roll call vote.

### **4. Items Pending: None**

### **5. Other:**

- a. Graduate Program of Excellence Presentation: School Psychology. Dr. Floress, Graduate Coordinator of School Psychology presented. Dr. Assege HaileMariam and Dr. Gary Canivez also participated in post-presentation discussion.
- b. Graduate Program of Excellence Presentation: Communication Disorders Sciences. Dr. Mulvey,

Graduate Coordinator of Communication Disorders Sciences presented.

- c. Graduate Program of Excellence Presentation: College Student Affairs. Dr. Polydore, Chair and Graduate Coordinator presented assisted by Dr. Timm.

## 6. Committee Reports

- a. **Graduate Student Advisory Council (GSAC):** Ms. Taylor reported GSAC hosted an Undergrad vs. Grad Student soccer game at Sister City Park. A game night was also planned for graduate students in the Union on April 24, 2024.
- b. **Booth Collaborative Advisory Committee (BCAC):** Dr. Lauri DeReuter-Willems submitted a summary of the BCAC meeting held in March, 2024 (summary follows minutes)
- c. **Textbook Rental Advisory:** No report

## 7. Dean's Report: No report

Motion to adjourn meeting made by Dr. Hillier. Meeting adjourned at 3:02 p.m.

## MEMORANDUM

**TO:** Council on Graduate Studies

**FROM:** Dr. John R. Storsved, Dean

**SUBJECT:** Executive Action

**DATE:** August 13, 2024

**EFFECTIVE DATE:** Fall 2024

**REQUEST:** Update the M.S. in Nutrition & Dietetics catalog language. *See attached.*

**Eastern Illinois University  
Department of Public Health & Nutrition  
Executive Action Request**

**Date:** \_\_\_\_\_ 6/26/2024 \_\_\_\_\_

**To:** Dr. John Storsved, Dean of the College of Health & Human Services

**From:** \_\_\_\_\_ Julie Dietz, Chair, PHN \_\_\_\_\_

**Effective Date:** \_\_\_\_\_ Fall 2024 \_\_\_\_\_

**Request:** \_\_\_\_\_ Make attached edits to Graduate Catalog copy for MSND

**Rationale for the Request:** Final approval for request to change to a Coordinated Program approved by ACEND board of directors June 17, 2024. Multiple edits to language occurred between CGS approval in January and final ACEND approval. Language must be changed to align with ACEND-required language. Specifically, all reference to the term “Dietetic Internship” must be struck (DI is a specific program accreditation), and replace with “Coordinated Program”. The term “3+2 program” must be used in reference to the hybrid bridge program that permits early admission and hybrid 4<sup>th</sup> year curriculum for undergraduates directed admitted into the graduate program.

Copy changes in red.

The Master of Science in Nutrition and Dietetics offers two options: ~~Dietetic Internship~~ **Coordinated Program** and Nutrition Education. While both programs of study provide students with a focus on nutrition education and research, the ~~Dietetic Internship Coordinated Program~~ **Option** includes the Accreditation Council for Education of Nutrition and Dietetics (ACEND) ~~accredited Dietetic Internship required 1000 clinical placement~~ that will allow the successful student to take the Registration Examination for Dietitian Nutritionists. ~~The MSND: Dietetic Internship Option coursework may be completed online or on campus.~~ Internship placements are coordinated by the Dietetics ~~Internship Program~~ **Coordinator** for students in both delivery options.

Students enrolled in the BS Nutrition program at EIU are eligible to apply for admission to the ~~Coordinated 3+2 Program in Nutrition & Dietetics~~ **Coordinated 3+2 Program in Nutrition & Dietetics** which provides a second pathway to completing the MS Nutrition & Dietetics: ~~Dietetic Internship Coordinated Program~~. Applications to the EIU ~~Coordinated 3+2~~ **Coordinated 3+2** Program in Nutrition & Dietetics are accepted in spring of junior year for admission in the fall of the senior year. Students accepted into the ~~Coordinated 3+2~~ **Coordinated 3+2** Program are direct admitted to the ~~graduate program MSND: Coordinated Program~~, and are not required to participate in the DICAS match process. Students will complete their remaining undergraduate courses along with 18 credits of graduate course work during their senior year; the 18 credits of graduate course work will also count toward completion of their undergraduate degree. Upon completion of all coursework, students will be issued a verification statement which permits them to enroll in their mandatory 1000 clock hour ~~Dietetic Internship Clinical Placement~~. Internship placements are coordinated by the Dietetics ~~Internship Program~~ **Coordinator**.

TO: Chair, Council on Graduate Studies

FROM: Catherine Polydore, Chair  
Counseling and Higher Education

DATE: 6/27/2024

RE: Executive Action Item

I am requesting the following item be approved by executive action.

**Requested Change:** Remove the following

- CHE 5490z - Enrollment Management (3 SH)

from the list of approved courses for the Accelerated MS in Higher Education and Community College Online Program option for Interdisciplinary Studies Students and replace with

- CHE 5886z - Enrollment Management (3 SH)

**Rationale for the change:** An error was made in the listing of the course number.

**Effective: Spring 2025**

### Accelerated Graduate Programs

Recently, Communication Disorders and Sciences became an accelerated program. As part of the accelerated program, students must earn a grade of B or higher to stay in the program. Some of the courses that were approved as accelerated courses for CDS are credit/no credit courses. At the time that the accelerated program was created and approved, the issue of allowing credit/no credit coursework may not have been addressed. If this is going to be allowed, we would need to amend our policy. I have copied the policy below as it currently is stated in the catalog. I am providing a suggested revised copy if this is going to be a future practice to allow credit/no credit courses to be accelerated courses. Some additional information regarding our current policy:

\*If a student earns a C in an accelerated course, we do allow that to count as part of their graduate program, but they can no longer continue taking accelerated courses at that point.

\* Any courses they have taken up through the semester they earned a C are allowed to count as part of the graduate program provided, they earned an A, B, or C grade.

## Accelerated Graduate Programs

### Admission to Accelerated Programs

Undergraduate students interested in enrolling in accelerated graduate programs will need to gain early admission to a graduate program while still enrolled in undergraduate studies. Requirements include: a minimum undergraduate cumulative GPA of 3.25, the completion of at least 15 credit hours of the major or a complementary undergraduate degree, as determined by the graduate program. Undergraduates may not be admitted until the completion of a minimum of 60 hours of undergraduate course credit. Participants in accelerated graduate programs will remain under early admission into graduate programs until the completion of the undergraduate degree. Upon earning the undergraduate degree, a student will gain full admission status to the graduate program. These criteria are only the minimum qualifications for admission to an accelerated graduate program. Graduate program leaders may establish additional admission standards as deemed appropriate.

### Tuition

Undergraduates enrolled in accelerated graduate programs pay undergraduate tuition rates and fees; all accelerated program students will be required to pay all course and special fees.

## Shared credit guidelines

- “Shared course credit” is defined as course credit that will apply and count to both the undergraduate and graduate degree requirements. These courses will be clearly identified in plans of study for accelerated graduate programs. Retroactive enrollment in shared course credit is not permitted; students must be explicitly enrolled in accelerated graduate programs in order for shared credit to apply to degree requirements.
- In undergraduate majors with established core requirements at the 1000, 2000 or 3000 levels, shared coursework cannot count toward undergraduate degree requirements at these levels.
- Shared coursework can be applied to undergraduate major core requirements, major elective options, or other university elective requirements for courses numbered 4000 and above.
- Only courses numbered 4750 or above may count as shared credit. As per current Graduate Catalog policy, all courses numbered 4750 to 4999 must have additional course requirements for the graduate students, and for any accelerated graduate program students.
- Undergraduate students taking courses in the accelerated graduate program must earn a grade of B or higher in these courses to remain in the program.
- The undergraduate degree must be earned prior to the completion of the master’s degree and cannot be awarded simultaneously.
- Accelerated program students may not enroll in graduate thesis credit hours prior to full admission to the graduate program, though they may enroll in any 5000-level course deemed appropriate by the graduate program.
- No more than 9 hours of combined shared credit in the accelerated program may be applied toward the graduate program of 35 credit hours or less. No more than 12 hours of combined shared credit in the accelerated program may be applied toward the graduate program of 36 credit hours to 42 credit hours. No more than 15 hours of combined shared credit in the accelerated program may be applied toward the graduate program of 43 credit hours or more.



# Accelerated Graduate Programs

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- In undergraduate majors with established core requirements at the 1000, 2000 or 3000 levels, shared coursework cannot count toward undergraduate degree requirements at these levels.
- Shared coursework can be applied to undergraduate major core requirements, major elective options, or other university elective requirements for courses numbered 4000 and above.

- Only courses numbered 4750 or above may count as shared credit. As per current Graduate Catalog policy, all courses numbered 4750 to 4999 must have additional course requirements for the graduate students, and for any accelerated graduate program students.
- Undergraduate students taking courses in the accelerated graduate program must earn a grade of B or higher in these courses to remain in the program. If the accelerated course is a credit/no credit course, the student must earn credit to remain in the program.
- The undergraduate degree must be earned prior to the completion of the master's degree and cannot be awarded simultaneously.
- Accelerated program students may not enroll in graduate thesis credit hours prior to full admission to the graduate program, though they may enroll in any 5000-level course deemed appropriate by the graduate program.
- No more than 9 hours of combined shared credit in the accelerated program may be applied toward the graduate program of 35 credit hours or less. No more than 12 hours of combined shared credit in the accelerated program may be applied toward the graduate program of 36 credit hours to 42 credit hours. No more than 15 hours of combined shared credit in the accelerated program may be applied toward the graduate program of 43 credit hours or more.

**EA-GRAD-25-04 CGS 090324**

This past year we had a student that wanted to transfer courses that were used to earn a doctorate degree. After checking our previously earned credit policy for transfer credits, the policy only notes that courses taken to meet the requirements of a master's degree at a transfer institution may not be counted toward another master's program at EIU. Therefore, it was determined that we could not deny this student since we did not specifically mention degrees above the master's level. It was determined that the language may need to be updated.

Below is the current catalog language:

**Transfer Credit Restrictions: Courses that may not be used for transfer to Eastern Illinois University as graduate credit include the following:**

- Courses taken prior to the receipt of a baccalaureate degree at another institution may not be counted toward a graduate degree program at EIU.
- Courses taken to meet the requirements of a master's degree at a transfer institution may not be counted toward another master's degree program at EIU. Candidates should review the section of the catalog titled "Requirements for the Specialist's Degree" and "Requirements for Graduate Certificate Programs" for information on previous graduate credit that may be applied to a specialist's degree or graduate certificate program. Courses taken to meet the requirements of a post-baccalaureate certificate program at a transfer institution that have not been used toward a master's degree at a transfer institution may be counted toward a master's degree program at EIU.
- Correspondence courses may not be used for graduate credit in a degree program at EIU
- Continuing professional development units (CPDUs) that are offered to meet continuing education requirements and that are not applicable to degree programs at the transfer institution may not be used for graduate credit in a degree program at EIU
- Transfer credit is subject to the six-year time limit on master's and specialist's degrees established by the Graduate School
- The student must earn a grade of "B" or better to be accepted for credit.
- A maximum of 12 semester hours of graduate course work may be considered for transfer to a degree program

Suggested catalog language would be:

Courses taken to meet the requirements of a master's **or doctorate** degree at a transfer institution may not be counted toward another **a** master's degree program at EIU. Candidates should review the section of the catalog titled "Requirements for the Specialist's Degree" and "Requirements for Graduate Certificate Programs" for information on previous graduate credit that may be applied to a specialist's degree or graduate certificate program. Courses taken to meet the requirements of a post-baccalaureate certificate program at a transfer institution that have not been used toward a master's degree at a transfer institution may be counted toward a master's degree program at EIU.

## MEMORANDUM

**TO:** Council on Academic Affairs  
Council on Graduate School

**FROM:** Dr. John R. Storsved, Dean

**SUBJECT:** Executive Action

**DATE:** August 13, 2024

**EFFECTIVE DATE:** Spring 2025

**REQUEST:** Change the prerequisites for KSR 4764 and KSR 4765. *See attached.*

**KSR 4764 - Sport Management Principles.**

(3-0-3) F, S, On Demand. Examination and analysis of how sport managers utilize essential administrative functions such as planning, organizing, leading, and controlling in the sport industry environment. This course is restricted to Kinesiology, Sport, and Recreation majors. WI Prerequisites & Notes: A grade of "C" or better in KSR 2761 **and BUS 3010**. Credits: 3

**KSR 4765 - Marketing in Sport.**

(3-0-3) F, S, On Demand. An analysis of fundamental theories and issues in sport marketing, grounded in traditional marketing principles but focused on their unique application to spectator and participant sport. This course focuses on the unique application of the marketing mix to sporting events, including the conceptualization of sport fan identity and attachment, sport sponsorship relationships, and participative sport involvement. This course is restricted to Kinesiology, Sport, and Recreation majors. Prerequisites & Notes: A grade of "C" or better in KSR 2761 **and BUS 3100/BUS 3470**. Credits: 3

**Eastern Illinois University**  
**Kinesiology, Sport, and Recreation Department**

To: John Storsved, Dean, College of Health and Human Services  
From: Mark Kattenbraker, Chair, Kinesiology, Sport, and Recreation  
Date: May 7, 2024  
Re: Executive Action Request

Effective Date: Spring 2025

**Current catalog language:**

- 1) KSR 4765  
Prerequisites & Notes: A grade of "C" or better in KSR 2761 and BUS 3100/BUS 3470.
- 2) KSR 4764  
Prerequisites & Notes: A grade of "C" or better in KSR 2761 and BUS 3010.

**Action requested:**

- 1) Remove from KSR 4765 the pre-requisite courses BUS 3100/BUS 3470
- 2) Remove from KSR 4764 the pre-requisite course BUS 3010

**Rationale**

While the prerequisite designation is requested to be removed, the courses remain required. Two common barriers experienced over the years which have delayed progress: Poor grade in the pre-req(s), and the pre-req(s) being full to capacity. Lastly, after seeking faculty input from the two primary sport management faculty, one is one the fence about the need for the pre-reqs and the other indicated the pre-reqs are not necessary for success in the subsequent courses.

## MEMORANDUM

**TO:** Council on Graduate School

**FROM:** Dr. John R. Storsved, Dean

**SUBJECT:** Executive Action

**DATE:** August 13, 2024

**EFFECTIVE DATE:** Summer 2025

**REQUEST:** Add a restriction to KSR 5225. *See attached.*

**KSR 5225 – Physical Activity and Aging**

(3-0-3) This course includes information on theories of physical aging, functional changes in humans with aging, and effects of both short term and chronic physical activity upon aging systems. Indications and contraindications of activity for older persons are discussed. **Course restricted to students in the MS in**

**Exercise Physiology and MS in Aging Studies graduate programs.** Prerequisites & Notes: None. Credit: 3

**Eastern Illinois University**  
**Kinesiology, Sport, and Recreation Department**

To: John Storsved, Dean, College of Health and Human Services  
From: Mark Kattenbraker, Chair, Kinesiology, Sport, and Recreation  
Date: May 6, 2024  
Re: Executive Action Request  
Effective Date: Summer 2025

**Action requested:**

Restrict enrollment in KSR 5225 to the graduate programs of MS in Exercise Physiology and MS in Aging Studies.

**Current catalog language:**

KSR 5225 – Physical Activity and Aging  
(3-0-3) This course includes information on theories of physical aging, functional changes in humans with aging, and effects of both short term and chronic physical activity upon aging systems. Indications and contraindications of activity for older persons are discussed.

**Prerequisites & Notes**

None

Credit: 3

**Rationale**

A simplification of process. The action simply limits enrollment to students who are required to take the course.



**To:** Council on Graduate Studies

**From:** Dr. Robert Chesnut, Interim Dean of the Graduate School

**Date:** August 21, 2024

**Re:** EIU Graduate School Catalog Insertion for Coordinated Program Definition

**EFFECTIVE FALL 2024**

With the creation of the Nutrition and Dietetics Coordinated Program option for Graduate Students, the catalog language needs to be revised to include the definition of “Coordinated Programs.” The following addition is proposed:

Coordinated programs are created in response to accreditation requirements set forth by nationally recognized accrediting bodies to meet new and/or revised accreditation standards. These programs allow qualified undergraduate students to enroll in graduate coursework while still completing their undergraduate studies. Programs offering coordinated options have specific admission guidelines, and students should consult with the graduate coordinator or department chair to determine their eligibility to participate.

- Only courses numbered 4750 or above may count as credit in coordinated programs. As per current Graduate Catalog policy, all courses numbered 4750 to 4999 must have additional course requirements for the graduate students, and for any coordinated graduate program students.
- Undergraduate students taking courses in the coordinated graduate program must earn a grade of B or higher in these courses to remain in the program.
- The undergraduate degree must be earned prior to the completion of the master’s degree, and cannot be awarded simultaneously.
- Coordinated program students may not enroll in graduate thesis credit hours (if applicable) prior to full admission to the graduate program, though they may enroll in any 5000-level course deemed appropriate by the graduate program.
- Combined shared credit between the undergraduate and graduate level within a coordinated program may vary between coordinated programs. The amount of shared credit allowed within a coordinated program is approved by the Council on Graduate Studies, and may not exceed the Council’s determination.