

COE Graduate Council Meeting  
Minutes  
April 4, 2013  
ED 201, 2:30 – 4:15 p.m.

Minutes prepared by Brenda Pruitt-Annisette

Members Present: K. Freeman, M. Kutame, D. Lynch, J. Reyes, E. Reed, F. Luseno, C. Wolf, M. Ayyash, B. Pruitt, A. Gahungu, G. McClendor, B., Seo, and C. Valenciano

Guests: N. Grim, K. Edwards, K. Black-Parker, and M. Norris

The meeting was called to order by C. Valenciano at 2: 15 p.m.

- I. **Announcement:** M. Kutame informed the members that Michael Norris would be replacing him on COE Graduate Council.
- II. **Minutes:** A motion to approve minutes from March 7, 2013 was made by F. Luseno. A point of information was raised concerning 15 students signed up for May session of the Dean's forum by Dr. \_\_\_\_\_. K. Edwards indicated that she was unaware of the student presentation and would need to follow-up on this information. No additional corrections and/or additions were made to the minutes. Motion to accept minutes for March 7, 2013 was made by K. Freeman and seconded by G. McClendon.  
Oppositions 0 Abstentions 0
- III. Course Changes
  - LIMS Department – K. Black-Parker
    - LIMS 5010 – Current course would undergo a title and course description revisions to expand content to include Young Adult (YA) literature covering Ages 13 - 22. A motion was made by M. Ayyash to accept the changes as approved by the department. F. Luseno seconded the motion.  
Oppositions 0 Abstentions 1
    - LIMS 5100 – Title revision to include more clarity and fuller description of what happens in the course. This is not a new course and would not receive a new course number. A motion was made by M. Norris to accept the changes as approved by the department. M. Kutame seconded the motion. Oppositions 0 Abstentions 0
    - LIMS 5120 – Description revision to include a fuller description of course to replace the five words currently listed in the catalog. A motion was made by J. Reyes to accept the changes. D. Lynch seconded the motion. Oppositions 0 Abstentions 0
    - LIMS 5240 – Tabled. Additional information is needed from department faculty regarding the number of clock hours for the course.

- LIMS 5320 – Tabled. Suggested descriptive revisions may constitute major changes to the course which require the development of a new course. Department faculty should discuss further and seek input from Dr. Rowan.
- LIMS Department Name Change – *Department of Information Studies* was approved by the department after prolonged discussion and two votes. The new name benefits both the LIMS and MSTE programs by attracting more students to the growing fields of technology and information professions. C. Wolf wanted to know where the program was in its pursuit of accreditation from the American Library Association (ALA). K. Black-Parker reported that the program is currently awaiting a decision from ALA on candidacy status for the program. The department name change will not impact the decision by ALA. The American Library Association approves programs: not departments. A motion was made by D. Lynch to accept the name change. J. Reyes seconded the motion. Opposition 0 Abstentions 1
- LIMS 5510 – Course Addition – This is an elective course with a focus on database design for information storage and retrieval. A motion was made by A. Gahungu to approve the course addition. D. Lynch seconded the motion. Oppositions 0 Abstentions 0
- LIMS 5580 – Course Addition – This is an elective course with a focus on measurement and evaluation of library and information science programs. A motion was made by M. Katume to approve the course addition. M. Ayyash seconded the motion. Oppositions 0 Abstentions 1

#### IV. Course Deletion

##### A) LIMS Department – K. Black-Parker

- LIMS 5024 – Archives Practicum (The department is eliminating all practicum experiences except for school library media candidates.)
- LIMS 5170 – Introduction to the Use of Computers in the Library (Obsolete course)
- MS 5010 – Media Studies course not offered in last 10 years
- MS 5020 - Media Studies course not offered in last 10 years
- MS 5040 - Media Studies course not offered in last 10 years
- MS 5060 - Media Studies course not offered in last 10 years
- MS 5070 - Media Studies course not offered in last 10 years
- MS 5999 Media Studies course not offered in last 10 years
- A motion was made by M. Kufame to delete the LIMS and MS courses listed above. M. Ayyash seconded the motion. Oppositions 0 Abstentions 0

##### B) SEPR Department – M. Kutame

- BE 5300 - Course not offered in last 10 years
- BE 5326 - Course not offered in last 10 years

- BE 5344 – Course not offered in last 10 years
- PE 5070 – Course not offered in last 10 years
- PE 5099 – Course not offered in last 10 years
- PE 5170 – Course not offered in last 10 years
- PE 5180 – Course not offered in last 10 years
- PE 5200 – Course not offered in last 10 years
- PE5210 – Course not offered in last 10 years
- PE5290 – Course not offered in last 10 years
- PE 5300 – Course not offered in last 10 years
- PE 5311 – Course not offered in last 10 years
- PE 5480 – Course not offered in last 10 years
- PE 5490 – Course not offered in last 10 years
- PE 5500 – Course not offered in last 10 years
- PE 5510 – Course not offered in last 10 years
- PE 5800 – Course not offered in last 10 years
- PE 5940 – Course not offered in last 10 years
- PE 5980 – Course not offered in last 10 years
- REC 5200 – Course not offered in last 10 years
- REC 5260 – Course not offered in last 10 years
- T& ED 5399 – Course not offered in last 10 years
- C. Valenciano asked if anyone recognized these courses. N. Grim stated that most of these courses have not been offered in the past 10 – 20 years. F. Luseno wanted to know if any Adaptive PE courses were included. It was confirmed by M. Kufame that Adaptive PE courses were not included on the list of deletions.
- A motion was made by F. Luceno to delete the courses listed above. K. Freeman seconded. Oppositions 0 Abstentions 0

#### V. Student Petitions

##### A) Administration (MA) – A. Gahungu

- A. Gahungu proposed the denial of student petition requesting acceptance of a GPED course taken in 1998, by Ruby Jenkins. Due to substantive changes to the course and catalog description, the department faculty supported the denial of this request.
- K. Freeman made a motion to deny the student petition. M. Kutame seconded the motion. Oppositions 0 Abstentions 0
- A. Gahungu proposed the approval of a student petition from Shannon Mason requesting the acceptance of a 2005 course from CSU. There have been no substantive changes to the course. The department faculty approved the request.

- J. Reyes made a motion to approve the student petition. M. Norris seconded the motion. Oppositions 0 Abstentions 2
- A. Gahungu proposed approving a student petition from Shannon Mason to extend program beyond six years. Mr. Mason has not interrupted his enrollment at CSU for more than two years. As a practicing principal in Chicago Public Schools, Mr. Mason has served in challenging school sites during the past two years and has been unable to enroll each semester. Mr. Mason has completed all requirements for his degree and hopes to graduate this spring. The department faculty approves this extension.
- M. Ayyash made a motion to accept the student petition for the program extension. K. Freeman seconded the motion. Oppositions 0 Abstentions 0
- C. Valenciano stated that a letter regarding this decision would be sent to the student petitioner.

VI. Progress of Subcommittees

A) Bylaws – C. Valenciano

- C. Valenciano reminded council members that May 9<sup>th</sup> (second Thursday of the month) is the last meeting for FY'2012-13. Council members need to think about and formalize the process for selecting officers, committee members, etc. Please take time to review the Bylaws (handout) and email any updates to C. Valenciano, prior to the May meeting.
- B. Seo asked when is the feedback due?
- C. Valenciano indicated that feedback is due one week before the next meeting (May 2<sup>nd</sup>). This timeline will allow an opportunity for everyone to provide input and to receive a copy of the feedback received.
- C. Valenciano has requested a final document from the committee working on 'bullet points' for student petitions. A standardized process is needed. The chairperson for this committee is B. Leys.
- A final document outlining student petitions is needed from the committee on or before the scheduled May meeting.

VII. Adjourn