

College of Education Graduate Council
February 2, 2018

Present: Dr. Gahungu, Dr. Gomez, Dr. Leys, Dr. Seo, Dr. Szyman, Dr. Wolf (Council Chair), Dr. Ayyash (recorder)

Invited Guests Present: Dr. Rowan (Associate Provost), Dr. Boyles (Acting Dean)

- I. **Welcome**
Meeting Start: 12:30pm
- II. **Review and approval of minutes:** December 2017 meeting
 - Minutes: approved – 6 Yes and 1 Abstain
- III. **Graduate Studies Updates:** Dr. Rowan mentioned that he will oversee the Graduate Studies Office until the Associate Provost for Graduate Studies is filled. He provided updates about the important dates for Spring 2018 (graduation application, recruitment event, thesis workshop, etc.). The university is working on a digital marketing campaign. A consultant is hired to work with the ERG committee. The application process is under review. The CRM system (TargetX) was approved by the state.
- IV. **Graduate application process update:** Mr. Santosh Pindi sent Dr. Wolf a short update via email.
- V. **Allumni Affairs:** Dr. Szyman provided updates regarding alumni affairs. Razor's Edge will be ready by the end of Feb 2108. An online meeting will be by the end of March 2108.
- VI. **Thesis Manual:** The University thesis manual is under review. Council members are asked to provide feedback about the shared manual to Graduate Studies.
- VII. **New Business:** Dr. Boyles stated that Steve Damarjean will start working as a consultant for COE starting Feb 6, 2018 during the evening hours. Dr. Boyles requested ISBE approval to delay the CAPE report. A boot camp for TAP is in the works by the Dean's office. Enrollment needs to increase for the college in general. Dr. Boyles requested each department to submit any updates needed for Programs Websites. Dr. Ayyash reported that the 4+1 (Grad+Undergrad) program with the College of Business has been approved by IBHE and it is now with HLC seeking approval.
- VIII. **Adjournment:** 2:00pm

Secretarial Responsibilities:

November 2, 2017-Curriculum Foundations

December 7, 2017-Early Childhood

February 2018-Information Studies

March 2018-Physical Education

April 2018-Secondary Education

May 2018-Special Education

Submitted by: Moussa Ayyash, Information Studies