

# COUNCIL ON GRADUATE STUDIES

## Meeting Agenda

February 25, 2025

### 1. Minutes

- a. Approval of the February 11, 2025 meeting minutes

### 2. Communication

- a. **EA-LCBT-25-24** Add MIS 4850 Systems Security to shared credit courses in the MS Technology Accelerated Program (Fall 2025)
- b. **EA-LCBT-25-25** MS in Sustainability Course Additions/Deletions (Fall 2025)
- c. **EA-LCBT-25-26** Change MIS course Prefixes to BAIS
- d. February 12, 2025 CHHS Curriculum Committee meeting minutes

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

- a. None

### 4. Items to be Acted Upon

- a. **25-20** HSL 5450 Program Administration & Strategic Planning in Human Services (Course Revision)
- b. **25-21** HSL 5460 Current Issues, Trends, and Policies in Human Services (Course Revision)
- c. **25-22** HSL 5846 Development, Funding & Grant Writing in Human Services (Course Revision)
- d. **25-23** HSL 5850 Advanced Human Development & Theories
- e. **25-24** MS in Human Services Program Revision
- f. **25-25** MS in Aging Studies & Aging Studies Long Term Care Admin Program Revision
- g. **25-26** Elimination of the PSM Degree in Geographic Information Sciences (End SP 2026)

### 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. **None**

## Council on Graduate Studies Minutes February 11, 2025

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

**Members Present:** Dr. Alexis Jones, Dr. Nichole Hugo, Dr. Maranda Schaljo, Dr. Chris Laingen, Dr. Chandra Chahyadi, Ms. Ryleigh Poe

**Members Absent:** Dr. Wesley Allan, Dr. Elizabeth Gill

**Staff Present:** Ms. Myra Taylor, Ms. Lana Beasley, Mr. Christobal Dominguez

**Guests Present:** Dr. Catherine Polydore, Graduate Coordinator & Chair, Counseling & Higher Education; Dr. Jim Davis, Chair, Geography/Geology; Dr. Heidi Larson, Dr. Rebecca Tadlock-Marlow

### 1. Minutes

The minutes of the January 28, 2025 meeting were reviewed. Hearing no changes or objections, the minutes stand as written.

### 2. Communication

- a. **CHHS Curriculum Committee Minutes** January 22, 2025
- b. **CLAS Curriculum Committee Minutes** December 4, 2024
- c. **CLAS Grade Appeal Report:** Fall 2024

Motion to accept communication items made by Dr. Schaljo, seconded by Dr. Hugo. Motion carried by acclamation.

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

- a. **25-20** HSL 5450 Program Administration & Strategic Planning in Human Services (Course Revision)
- b. **25-21** HSL 5460 Current Issues, Trends, and Policies in Human Services (Course Revision)
- c. **25-22** HSL 5846 Development, Funding & Grant Writing in Human Services (Course Revision)
- d. **25-23** HSL 5850 Advanced Human Development & Theories
- e. **25-24** MS in Human Services Program Revision
- f. **25-25** MS in Aging Studies & Aging Studies LTC Admin Program Revision
- g. **25-26** Elimination of the PSM Degree in Geographic Information Sciences (teachout through SP 2026)

Motion to add agenda items 25-20 through 25-26 was made by Dr. Laingen, seconded by Dr. Schaljo. Motion approved by acclamation.

### 4. Items to be Acted Upon:

- a. **25-16 MS Counseling Program Revision, School Counseling**

Motion to approve 25-16 made by Dr. Laingen, seconded by Dr. Schaljo. Motion carried (6-0-0)

- b. **25-17 PUBH 5770 Leadership and Ethics for Health Professionals (CPL Course Proposal)**

Motion to approve 25-17 made by Dr. Hugo, seconded by Dr. Schaljo. Motion carried (6-0-0)

- c. **25-18 BIO/PHS 5400 Mid/High School Science Methods & Pedagogy (New Course Proposal)**

Motion to approve 25-18 made by Dr. Laingen, seconded by Dr. Schaljo. Motion carried (5-0-0)\*

- d. **25-19 MAT Secondary Program Revision (Add BIO/PHS 5400)**

Motion to approve 25-19 made by Dr. Hugo, seconded by Ms. Poe. Motion carried (5-0-0)

5. **Items Pending:** None

6. **Other:** None

7. **Committee Reports**

- a. **Graduate Student Advisory Council (GSAC):** GSAC held first meeting on February 7 and was well attended. Meetings will occur one time per month in accordance with the GSAC Constitution from this point forward.
- b. **Booth Collaborative Advisory Committee (BCAC):** No report submitted.
- c. **Textbook Rental Advisory:** Dr. Schaljo stated there was no information to report.

8. **Dean's Report**

- a. Interim Dean Chesnut stated the enrollment data for all programs in all four colleges was disseminated to the graduate coordinators. Dr. Chesnut asked that he be made aware of any potential inaccuracies noted in the data.
- b. Dr. Chesnut advised the Council there were many student and faculty award deadlines approaching and urged those present to review them and remind their colleagues.

Motion to adjourn the meeting made by Dr. Laingen, seconded by Dr. Schaljo. Meeting adjourned at 2:16 p.m.

\*Dr. Chahyadi left meeting prior to votes on agenda items 25-18 and 25-19.

**LUMPKIN COLLEGE OF BUSINESS AND TECHNOLOGY  
EASTERN ILLINOIS UNIVERSITY**

**TO:** Council on Graduate Studies  
**FROM:** Dr. Austin Cheney, Dean, Lumpkin College of Business and Technology  
**DATE:** 02-12-2025  
**RE:** Request for Executive Action from the School of Technology

**ACTION REQUESTED:** Add the following to the MSTEC accelerated graduate program shared credit courses: MIS 4850, “Systems Security” to the list of shared credit courses included in the MS Technology accelerated graduate program.

**RATIONALE:** MIS 4850 offers students to take their skills to the next level within the Technology field. The School of Technology would like to offer these courses as a “Z” course for students interested in the MSTD accelerated graduate program.

**EFFECTIVE DATE: (i.e.: Fall 20XX, Spring 20XX):** Fall 2025

**CURRENT CATALOG COPY:**

**Shared Coursework**

Students may select from the following courses for a total of 9 hours of shared credit.

- EGT 4843 - Statistical Quality and Assurance. Credit: 3
- ODL 4840 – Training Program Development. Credit: 3
- TEC 5103 - Leadership in Technology Credits: 3
- TEC 5133 - Total Quality Systems. Credits: 3
- TEC 5173 - Global Technology. Credits: 3
- TEC 5213 – Work Performance Improvement. Credit: 3
- TEC 5243 – Design for Quality. Credit: 3
- TEC 5293 – Strategic Employee Development. Credit: 3
- TEC 5313 - Networking and Advanced Data Communications. Credits: 3
- TEC 5323 - Advanced Database Technology. Credits: 3
- TEC 5333 - Management of Computer Technology. Credits: 3
- TEC 5343 - Multimedia and Web Technology. Credits: 3

**PROPOSED CATALOG COPY:**

**Shared Coursework**

Students may select from the following courses for a total of 9 hours of shared credit.

- EGT 4843 - Statistical Quality and Assurance. Credit: 3
- **MIS 4850 – Systems Security. Credit: 3**
- ODL 4840 – Training Program Development. Credit: 3
- TEC 5103 - Leadership in Technology Credits: 3
- TEC 5133 - Total Quality Systems. Credits: 3
- TEC 5173 - Global Technology. Credits: 3
- TEC 5213 – Work Performance Improvement. Credit: 3
- TEC 5243 – Design for Quality. Credit: 3
- TEC 5293 – Strategic Employee Development. Credit: 3
- TEC 5313 - Networking and Advanced Data Communications. Credits: 3
- TEC 5323 - Advanced Database Technology. Credits: 3
- TEC 5333 - Management of Computer Technology. Credits: 3
- TEC 5343 - Multimedia and Web Technology. Credits: 3

<https://www.eiu.edu/eiucaa/CAABylawsFA17.pdf>

**LUMPKIN COLLEGE OF BUSINESS AND TECHNOLOGY  
EXECUTIVE ACTION REQUEST**

**TO:** Council on Graduate Studies  
**FROM:** Dr. Austin Cheney, Dean, Lumpkin College of Business and Technology  
**DATE:** 2-12-2025

**ACTION REQUESTED:** Add and remove courses to the MS in Sustainability degree.

**RATIONALE:** As an interdisciplinary program, changes to classes in other programs impact the courses we are able to offer. These revisions provide accuracy to the courses available for students to take.

**EFFECTIVE DATE: Fall 2025**

**CURRENT CATALOG COPY:**

**Degree Requirements**

Degree requirements include those outlined for the master's degree by the Graduate School (see "Requirements for the Master's Degree").

Students are required to complete the followings courses for a total of 33 credit hours, to be eligible for the degree.

**Required Core 18 Credit Hours:**

PLS 4763 - Environmental Politics and Policy Credits: 3

CERE 5100 - Intro to Sustainability Credits: 3

GEO 5200 - Human Impacts on the Environment Credits: 3

CMN 5260 - Science and Technical Communication Credits: 3

Or

ENG 5260 - Science and Technical Communication Credits: 3

PLS 4793 - Civic and Nonprofit Leadership Credits: 3

Or

TEC 5103 - Leadership in Technology Credits: 3

TEC 5143 - Research in Technology Credits: 3

Or

PLS 5054 - Research Methods in Public Administration and Public Policy Credits: 3

Or

CMN 5040 - Communication Research Methods Credits: 3

### **Electives**

Choose 15 hours from the courses below:

- BIO 4812 - Fisheries Ecology and Management. Credits: 3
- BIO 4814 - Conservation Biology. Credits: 3
- BIO 4816 - Study of Biotic Communities. Credits: 3
- BIO 5200 - Stream Ecology. Credits: 3
- BIO 5204 - Ecotoxicology and Biological Monitoring of Pollution. Credits: 3
- BIO 5209 - Community Ecology Credits: 3
- BIO 5333 - Bioenergy and Bioresources Credits: 3
- CHM 5007 - Energy Chemistry Credits: 3
- CMN 4820 - Political Communication. Credits: 3
- FMD 4772 - Fashion Sustainability Credits: 3
- GEO 4850 - Environmental Geology Credits: 3
- GEO 5810 - Introduction to Geographic Information Science Credits: 3
- CERE 5953 - Sustainability Research Credits: 3
- CERE 5983 - Sustainability Practicum Credits: 3
- ECN 5410 - Economics of Sustainability Credits: 3
- PLS 4873 - Human Resource Management in Public and Nonprofit Organizations Credits: 3
- PLS 4893 - Budgeting in Government and Nonprofit Organizations Credits: 3
- PLS 5153 - Cities and Urban Policy in the U.S. Federal System Credits: 3
- PLS 5163 - State Governments and Policy in the U.S. Federal System Credits: 3
- PHY 5233 - Energy and the Environment Credits: 3
- TEC 5133 - Total Quality Systems. Credits: 3
- TEC 5173 - Global Technology. Credits: 3
- TEC 5533 - Biomass Gasification and Renewable Energy Credits: 3

### **Energy Management**

For the Energy Management option complete the required core courses and 15 hours of the following:

- CERE 5953 - Sustainability Research Credits: 3
- CERE 5983 - Sustainability Practicum Credits: 3
- CHM 5007 - Energy Chemistry Credits: 3
- ECN 5410 - Economics of Sustainability Credits: 3
- GEO 4850 - Environmental Geology Credits: 3
- PHY 5233 - Energy and the Environment Credits: 3
- TEC 5133 - Total Quality Systems. Credits: 3
- TEC 5173 - Global Technology. Credits: 3
- TEC 5533 - Biomass Gasification and Renewable Energy Credits: 3

### **Natural Resources**

For the Natural Resources option complete the required core courses and 15 hours of the following:

- BIO 4812 - Fisheries Ecology and Management. Credits: 3
- BIO 4814 - Conservation Biology. Credits: 3

BIO 4816 - Study of Biotic Communities. Credits: 3  
BIO 5200 - Stream Ecology. Credits: 3  
BIO 5204 - Ecotoxicology and Biological Monitoring of Pollution. Credits: 3  
BIO 5209 - Community Ecology Credits: 3  
BIO 5333 - Bioenergy and Bioresources Credits: 3  
CERE 5953 - Sustainability Research Credits: 3  
CERE 5983 - Sustainability Practicum Credits: 3  
FMD 4772 - Fashion Sustainability Credits: 3  
GEO 5810 - Introduction to Geographic Information Science Credits: 3

### **Social Practices and Community Engagement**

For the Social Practices and Community Engagement option complete the required core courses and 15 hours of the following:

CERE 5953 - Sustainability Research Credits: 3  
CERE 5983 - Sustainability Practicum Credits: 3  
CMN 4820 - Political Communication. Credits: 3  
ECN 5410 - Economics of Sustainability Credits: 3  
FMD 4772 - Fashion Sustainability Credits: 3  
GEO 4850 - Environmental Geology Credits: 3  
GEO 5810 - Introduction to Geographic Information Science Credits: 3  
PLS 4873 - Human Resource Management in Public and Nonprofit Organizations Credits: 3  
PLS 4893 - Budgeting in Government and Nonprofit Organizations Credits: 3  
PLS 5153 - Cities and Urban Policy in the U.S. Federal System Credits: 3  
PLS 5163 - State Governments and Policy in the U.S. Federal System Credits: 3

### **PROPOSED CATALOG COPY:**

#### **Degree Requirements**

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GEO 5200 - Human Impacts on the Environment Credits: 3

CMN 5260 - Science and Technical Communication Credits: 3

Or

ENG 5260 - Science and Technical Communication Credits: 3

PLS 4793 - Civic and Nonprofit Leadership Credits: 3

Or

TEC 5103 - Leadership in Technology Credits: 3



TEC 5143 - Research in Technology Credits: 3

Or

PLS 5054 5053- Research Methods in Political Science ~~Public Administration and Public Policy~~ Credits: 3

Or

CMN 5040 - Communication Research Methods Credits: 3

### **Electives**

Choose 15 hours from the courses below:

BIO 4812 - Fisheries Ecology and Management. Credits: 3

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BIO 5209 - Community Ecology Credits: 3

BIO 5333 - Bioenergy and Bioresources Credits: 3

CHM 5007 - Energy Chemistry Credits: 3

CMN 4820 - Political Communication. Credits: 3

FMD 4772 - Fashion Sustainability Credits: 3

**GEO 4810: Cartography and Geo Data Visualization Credits: 3**

GEO 4850 - Environmental Geology Credits: 3

GEO 5810 - Introduction to Geographic Information Science Credits: 3

**GEO 5820: Remote Sensing I Credits: 3**

**GEO 5830: GIS: Building Geodatabases Credits: 3**

CERE 5953 - Sustainability Research Credits: 3

CERE 5983 - Sustainability Practicum Credits: 3

~~ECN 5410 - Economics of Sustainability Credits: 3~~

PLS 4873 - Human Resource Management in Public and Nonprofit Organizations Credits: 3

PLS 4893 - Budgeting in Government and Nonprofit Organizations Credits: 3

PLS 5153 - Cities and Urban Policy in the U.S. Federal System Credits: 3

PLS 5163 - State Governments and Policy in the U.S. Federal System Credits: 3

PHY 5233 - Energy and the Environment Credits: 3

TEC 5133 - Total Quality Systems. Credits: 3

TEC 5173 - Global Technology. Credits: 3

TEC 5533 - Biomass Gasification and Renewable Energy Credits: 3

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CHM 5007 - Energy Chemistry Credits: 3

ECN 5410 - Economics of Sustainability Credits: 3

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GEO 4850 - Environmental Geology Credits: 3  
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GEO 5820: Remote Sensing I Credits: 3  
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PHY 5233 - Energy and the Environment Credits: 3  
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BIO 5333 - Bioenergy and Bioresources Credits: 3  
CERE 5953 - Sustainability Research Credits: 3  
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GEO 4810: Cartography and Geo Data Visualization Credits: 3  
GEO 4850 - Environmental Geology Credits: 3  
GEO 5810 - Introduction to Geographic Information Science Credits: 3  
GEO 5820: Remote Sensing I Credits: 3  
GEO 5830: GIS: Building Geodatabases Credits: 3

### **Social Practices and Community Engagement**

For the Social Practices and Community Engagement option complete the required core courses and 15 hours of the following:

CERE 5953 - Sustainability Research Credits: 3  
CERE 5983 - Sustainability Practicum Credits: 3  
CMN 4820 - Political Communication. Credits: 3  
~~ECN 5410 - Economics of Sustainability Credits: 3~~  
FMD 4772 - Fashion Sustainability Credits: 3  
GEO 4810: Cartography and Geo Data Visualization Credits: 3  
GEO 4850 - Environmental Geology Credits: 3  
GEO 5810 - Introduction to Geographic Information Science Credits: 3  
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PLS 4873 - Human Resource Management in Public and Nonprofit Organizations Credits: 3  
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<https://www.eiu.edu/eiucan/CAABylawsFA17.pdf>

LUMPKIN COLLEGE OF BUSINESS AND TECHNOLOGY  
EXECUTIVE ACTION REQUEST

**TO:** Council on Graduate Studies  
**FROM:** Austin Cheney, Dean, Lumpkin College of Business and Technology  
**DATE:** 2-12-25

**ACTION REQUESTED:**

Change MIS course Prefixes to BAIS

**RATIONALE:**

The School of Business changed the name of the Management Information Systems major to Business Analytics and Information Systems. The requested Prefix should also be updated to reflect this change.

**EFFECTIVE DATE: (i.e.: Fall 20XX, Spring 20XX):** FALL 2025

**CURRENT CATALOG COPY**

MIS 2000 - Business Analytics Programming.  
MIS 3200 - Networking Fundamentals.  
MIS 3330 - Java Programming.  
MIS 3505 - Advanced Microcomputer Applications and Development.  
MIS 3515 - Information Presentation.  
MIS 3530 - Business Web Site Design.  
MIS 3970 - Study Abroad.  
MIS 4275 - Internship in Management Information Systems.  
MIS 4330 - Advanced Java Programming.  
MIS 4530 - Web & Mobile Application Development.  
MIS 4600 - Special Topics in Management Information Systems.  
MIS 4700 - Advanced Networking.  
MIS 4740 - Independent Study.  
MIS 4850 - Systems Security.  
MIS 4275A - Internship in Management Information Systems I.  
MIS 4860 - Ethical Hacking and Network Defense.  
MIS 4760 - Systems Analysis, Design, and Development.  
MIS 4770 - Database and Data Management.  
MIS 3000 - Introduction to Databases for Business Analytics.  
MIS 3060 - Introduction to Business Intelligence.  
MIS 4720 - Business Analytics Project.  
MIS 4960 - Certified Ethical Hacking.

**PROPOSED CATALOG COPY**

BAIS 2000 - Business Analytics Programming.  
BAIS 3200 - Networking Fundamentals.  
BAIS 3330 - Java Programming.  
BAIS 3505 - Advanced Microcomputer Applications and Development.  
BAIS 3515 - Information Presentation.  
BAIS 3530 - Business Web Site Design.

**BAIS 3970 - Study Abroad.**  
**BAIS 4275 - Internship in Management Information Systems.**  
**BAIS 4330 - Advanced Java Programming.**  
**BAIS 4530 - Web & Mobile Application Development.**  
**BAIS 4600 - Special Topics in Management Information Systems.**  
**BAIS 4700 - Advanced Networking.**  
**BAIS 4740 - Independent Study.**  
**BAIS 4850 - Systems Security.**  
**BAIS 4275A - Internship in Management Information Systems I.**  
**BAIS 4860 - Ethical Hacking and Network Defense.**  
**BAIS 4760 - Systems Analysis, Design, and Development.**  
**BAIS 4770 - Database and Data Management.**  
**BAIS 3000 - Introduction to Databases for Business Analytics.**  
**BAIS 3060 - Introduction to Business Intelligence.**  
**BAIS 4720 - Business Analytics Project.**  
**BAIS 4960 - Certified Ethical Hacking.**

**COLLEGE OF HEALTH & HUMAN SERVICES  
CURRICULUM COMMITTEE MINUTES  
February 12, 2025**

The February 12, 2025 meeting of the College of Health & Human Services Curriculum Committee began at 1:02 pm. The meeting was conducted in a hybrid format (in person at Room 1418, Klehm Hall, and via Teams.)

**Members Present:**

	<i>In Person</i>	<i>Teams</i>
Dr. Lynne Cameron, Communication Disorders & Sciences (Chair)	X	
Dr. Richard Clapp, School of Nursing		X
Dr. Nikki Hillier, Public Health & Nutrition (Vice Chair)		X
Dr. Kathleen O'Rourke, Human Services		X
Dr. Stacey Ruholl, Kinesiology, Sport, & Recreation	X	
Ms. Haley Hoagland (Student Representative)		X

**Members Absent:**

Major William Comstock, Military Science
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**Ex-Officio Members Present:**

Dr. Jill Bowers, College of Health & Human Services
Ms. Janet Fopay, College of Health & Human Services

**Guests:** Dr. Lee Ann Price (Kinesiology, Sport, & Recreation) and Dr. Maranda Schaljo (Kinesiology, Sport, & Recreation).

*The meeting was called to order by Dr. Cameron (Chair).*

**I. Approval of Minutes:**

**1. Minutes of the January 22, 2025, meeting.**

Dr. O'Rourke moved and Dr. Ruholl seconded the motion to approve the minutes. The minutes of the January 22, 2025, meeting was approved as written.

**II. Items Acted Upon:**

**1. 25-13, KSR 3901, Olympic-Style Weightlifting Techniques (New Course).**

Dr. Schaljo presented the proposal. There were no questions. Dr. Clapp moved and Dr. O'Rourke seconded the motion to approve the proposal. The motion was approved by acclamation. The proposal was approved.

**2. 25-14, KSR 3902, Neuromotor Training for Older Adults (New Course).**

Dr. Schaljo presented the proposal. There were no questions at that time. Dr. Ruholl moved and Dr. Clapp seconded the motion to approve the proposal. The motion was approved by acclamation. The proposal was approved.

Note: Later in the meeting Dr. O'Rourke inquired about whether the KSR 3902 course could be used as an elective course for the Aging Studies minor. Dr. Schaljo and Dr. Ruholl indicated it would be okay. Dr. Ruholl will adjust the course proposal to allow it.

**3. 25-15, KSR 3903, Introduction to Pharmacology for the Pre-Healthcare Professional (New Course).**

Dr. Price presented the proposal and answered questions. A revision was requested. Dr. O'Rourke moved and Dr. Clapp seconded the motion to approve the proposal. The motion was approved by acclamation. The proposal was approved with revision.

**4. 25-16, KSR 3904, ECG Rhythm Strip Analysis and Interpretation (New Course).**

Dr. Ruholl presented the proposal and answered questions. A revision was requested. Dr. Clapp moved and Dr. O'Rourke seconded the motion to approve the proposal. The motion was approved by acclamation. The proposal was approved with revision.

**5. 25-17, KSR 3905, Effects of Cardiopulmonary Medications on the Exercise Response (New Course).**

Dr. Ruholl presented the proposal and answered questions. Dr. Clapp moved and Dr. Hillier seconded the motion to approve the proposal. The motion was approved by acclamation. The proposal was approved.

**6. 25-18, KSR 4902, Chronic Diseases/Conditions and Effects on Exercise Testing and Prescription (New Course).**

Dr. Ruholl presented the proposal and answered questions. Dr. O'Rourke inquired about whether the course could be used as an elective course for the Aging Studies minor, the M.S. in Aging Studies graduate degree program, and the Aging Studies Accelerated Graduate Program. Dr. Schaljo and Dr. Ruholl indicated it would be okay. Dr. Ruholl will adjust the course proposal to allow it.

Dr. Clapp moved and Dr. O'Rourke seconded the motion to approve the proposal. The motion was approved by acclamation. The proposal was approved with revisions.

[Note: The Human Services department will submit an executive action request to allow KSR 3901, KSR 3902, KSR 3903, KSR 3904, KSR 3905, and KSR 4902 as elective course options for students in the Aging Studies Minor. In addition, the department will submit an executive action request to add KSR 4902 as an elective course option for students in the M.S. in Aging Studies graduate degree program and the Aging Studies Accelerated Graduate Program.]

**7. 25-19, Exercise Science (Revised Major).**

**25-20, Exercise Science: Pre-Athletic Training Option (Revised Option).**

**25-21, Exercise Science: Pre-Occupational Therapy Option (Revised Option).**

**25-22, Exercise Science: Pre-Physical Therapy Option (Revised Option).**

Dr. Ruholl motioned and Dr. Clapp seconded to act upon agenda items 25-19 through 25-22 altogether. The motion was approved by acclamation.

Dr. Ruholl presented the proposals and answered questions. Dr. Clapp moved and Dr. Hillier seconded the motion to approve the proposals. The motion was approved by acclamation. The proposals were approved.

**III. Pending Items:**

None.

**IV. Communications:**

None.

**V. Other:**

None.

**VI. Informational:**

1. Link to the CHHS Curriculum Committee Website:  
<https://www.eiu.edu/chhs/curriculum.php>
2. Link to the CHHS Curriculum SharePoint site housing the committee’s agenda, minutes, proposals, executive requests, and other curriculum materials:  
<https://pmaileiu.sharepoint.com/sites/chhsdean/CHHS%20Curriculum%20Management%20Data%20base/Forms/AllItems.aspx?viewid=aaa38e73%2D140d%2D4c03%2D899b%2D65d06c0974e0>

The meeting adjourned at 1:30 p.m.

The next meeting will be held at 1:00 p.m. on March 26, 2025. The meeting will be held in Room 1418, Klehm Hall, and electronically via Teams.

Respectfully submitted, Ms. Janet Fopay

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**Spring 2025 Meetings**

1:00 p.m. @ 1418 Klehm Hall

<b>Meeting Date</b>	<b>Item Submission Deadline</b>
Wednesday, January 22	Monday, January 13
Wednesday, February 12	Monday, February 3
Wednesday, March 26	Monday, March 10
Wednesday, April 23	Monday, April 14

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b. Minimum grade required for the prerequisite course(s)? \_\_\_\_

c. Use Banner coding to enforce prerequisite course(s)? \_\_\_\_ Yes \_\_\_\_ No

d. Who may waive prerequisite(s)?

\_\_\_\_ No one \_\_\_\_ Chair \_\_\_\_ Instructor \_\_\_\_ Advisor \_\_\_\_ Other (specify)

14. Co-requisite(s): \_\_\_\_ NA \_\_\_\_\_

**15. Enrollment restrictions**

a. Degrees, colleges, majors, levels, classes which may take the course: \_\_\_\_ Human Services and Aging Studies graduate students, non-degree seeking graduate students seeking to apply for the M.S. in Human Services or M.S. in Aging Studies, accelerated Human Services or Aging Studies graduate students, undergraduate students approved for reserve graduate credit who will be pursuing the M.S. in Human Services or M.S. in Aging Studies, and graduate students from other departments who have been granted permission of course instructor and Human Services Department Chair to take the course. \_\_\_\_\_

b. Degrees, colleges, majors, levels, classes which may not take the course: \_\_\_\_ Non-Human Services and non-Aging Studies graduate students, non-Human Services and non-Aging Studies accelerated graduate students, and undergraduate students approved for reserve graduate credit who will not be pursuing the M.S. in Human Services or the M.S. in Aging Studies. The exception to these restrictions is in cases where the course instructor and Human Services Department Chair have granted permission for the student to take the course. \_\_\_\_\_

16. Repeat status:  May not be repeated \_\_\_\_ May be repeated once with credit

17. Enter the limit, if any, on hours which may be applied to a major or minor:  NA \_\_\_\_

18. Grading methods:  Standard \_\_\_\_ CR/NC \_\_\_\_ Audit \_\_\_\_ ABC/NC

19. Special grading provisions: \_\_\_\_ NA \_\_\_\_\_

\_\_\_\_ Grade for course will not count in a student's grade point average.

\_\_\_\_ Grade for course will not count in hours toward graduation.

\_\_\_\_ Grade for course will be removed from GPA if student already has credit for or is registered in:

\_\_\_\_\_

\_\_\_\_ Credit hours for course will be removed from student's hours toward graduation if student already has credit for or is registered in: \_\_\_\_\_

**20. Additional costs to students:**

Supplemental Materials or Software \_\_\_\_ NA \_\_\_\_\_

Course Fee  No \_\_\_\_ Yes, Explain if yes \_\_\_\_\_

**21. Community college transfer:**

\_\_\_\_ A community college course may be judged equivalent.

A community college may not be judged equivalent.

Note: Upper division credit (3000+) will not be granted for a community college course, even if the content is judged to be equivalent.

### **Rationale, Justifications, and Assurances (Part I)**

1.  Course is required for the major(s) of  M.S. in Human Services  
 Course is required for the minor(s) of \_\_\_\_\_  
 Course is required for the certificate program(s) of \_\_\_\_\_  
 Course is used as an elective  M.S. in Aging Studies

#### **2. Rationale for proposal :**

The current course revisions for HSL 5450 reflect an intentional focus on four major content areas – leadership/management/organizational theories and application of theories to professional practice; ethical practice, issues, and concerns in human services; resource management in human services programs; and strategic planning for growth and success. While similarities exist between the presently taught HSL 5450 course and the newly proposed course content of HSL 5450 regarding the application of theory to practice, workplace ethics, and leadership principles, the distinct revisions are summarized as follows. First, the course content of administration and supervision theories, principles, and best practices will be revised and expanded to include leadership, management, and organizational theories, principles, and best practices relative to the human services field and careers. Second, financial/budget planning and administrative fiscal responsibility in human services programs will be added as a major part of the resource management content area. The focus on financial/budget planning and fiscal responsibility will also serve as a solid complement to the fund development and grant writing content taught in the program’s required HSL 5846 Fund Development and Grant Writing in Human Services course. Third, the presently taught HSL 5450 focuses on program management duties, problem-solving, employee motivation, and workplace communication. In the proposed revisions of HSL 5450, those content areas will be absorbed within the larger context of leadership skills development, resource management, and strategic planning for fostering organizational and employee growth and success.

#### **3. Justifications for (answer N/A if not applicable)**

Similarity to other courses: NA

Prerequisites: NA

Co-requisites: NA

Enrollment restrictions: Since the course focuses on the specific field of Human Services and career paths specific to Human Services, the major topics of leadership, management, and organizational development and theories, resource management in human services, workplace ethics, and

strategic planning for organizational growth and program assessment and evaluation will be geared specifically toward the Human Services field and careers. Therefore, the following are restricted from enrolling: Non-Human Services and non-Aging Studies graduate students, non-Human Services and non-Aging Studies accelerated graduate students, and undergraduate students approved for reserve graduate credit who will not be pursuing the M.S. in Human Services or M.S. in Aging Studies. Additionally, with HSL 5450 being a required Human Services course and an elective course for Aging Studies, the course has consistently reached the maximum enrollment number to ensure quality and integrity in teaching and learning. The exception to these restrictions is in cases where the course instructor and Human Services Department Chair have granted permission for the student to take the course.

Writing active, intensive, centered: NA

Capstone as Senior Seminar: NA

**4. General education assurances (answer N/A if not applicable)**

General education component: NA

Curriculum: NA

Instruction: NA

Assessment: NA

**5. Online/Hybrid delivery justification & assurances (answer N/A if not applicable)**

Online or hybrid delivery justification: The M.S. in Human Services has online or hybrid degree options. The majority of M.S. in Human Services students opt for the online format as most do not reside within driving distance of campus and most are already employed full- or part-time in their respective career positions. This course content will be offered online using the Learning Management System (LMS). Course content can be delivered without the necessity of face-to-face meetings and meet course objectives. Offering the course online will make the course available to students in online programs.

Instruction: As required by Eastern Illinois University policy, instructors of technology-delivered courses/sections will submit proof of having completed the Online Course Development Institute (OCDI) or equivalent, Illinois Online Network's "Master Online Teacher" certificate or another documented and equivalent training activity before teaching this course for the first time. Online videos and instructional materials will be available.

Integrity: The course syllabus will include a statement regarding academic integrity. Written assignments will be submitted to the plagiarism detection system as appropriate. Online exam integrity will be secured through the use of a lockdown browser, timed exams, and the use of randomized questions.

Interaction: Students will have access to the faculty through multiple means: online, email, and phone through posted office hours. Discussion boards, group work, and video presentations will be

used as interaction and online course activities. Dedicated workspaces for group work can be created in the online classroom.

**Model Syllabus (Part II)**

Please include the following information:

1. Course number and title: HSL 5450 Program Administration and Strategic Planning in Human Services
2. Catalog description: This course focuses on leadership, management, and organizational development and theories, resource management in human services, workplace ethics, and strategic planning for organizational growth and program assessment and evaluation.

**3. Learning objectives (LO):**

Upon completion of this course, students will be able to:

1. LO1: Compare and contrast leadership, management, and organizational theories/theoretical models and apply theories to professional practice. Graduate Learning Goals (GLG): 1, 2
2. LO2: Assess management strategies for accountability measures, human resources functions, performance evaluations, and information systems. Graduate Learning Goals (GLG): 1, 2, 4, 5
3. LO3: Engage in critical thought and reflection on ethical dilemmas in the human services field, and proactive and responsive problem-solving strategies for ethical concerns and violations. Graduate Learning Goals (GLG): 1, 2, 3, 5
4. LO4: Evaluate organizational strategies for financial management and fiscal responsibility in human services. Graduate Learning Goals (GLG): 1, 2, 5
5. LO5: Analyze strategic planning, development, and implementation approaches for program growth and success in human services. Graduate Learning Goals (GLG): 1, 2, 3, 4, 5

**4. Course materials.**

Bryson, J. M., & George, B. (2024). *Strategic planning for public and nonprofit organizations: A guide to strengthening and sustaining organizational achievement* (6th Edition). Hoboken, NJ: John Wiley & Sons, Inc.

Rofuth, T. W., & Piepenbring, J. M. (2019). *Management and leadership in social work: A competency-based approach*. Springer Publishing Company.

Additional readings may be assigned.

**5. Weekly outline of content.**

<b>Course Outline</b>	
<b>Week</b>	<b>Topic</b>
1	Introduction to the course, APA style writing, and academic integrity modules, Introduction to Strategic Planning, Executive Leadership, Program Administration & Evaluation, Facilitating Organizational Growth & Success
2	Understanding the Strategic Planning Framework, Diversity & Cross-Cultural Competences, Innovative and Performance-Based Leadership, Team & Coalition Building
3	Strategic Planning: Vision, Mission, & Goal Setting, Evaluating & Updating Plans
4	Initiating the Strategic Planning Process, Communication Skills, Public Relations & Media Management,

	Marketing & Branding
5	Defining Organizational Purpose, Mission, & Values, Working with Groups, Professional Behavior and Team Dynamics, Effective Meeting Leadership, Meeting Planning & Execution, Collaboration & Stakeholder Engagement
6	Environmental Assessment & Program Design, Evidence-Based Practices for organizational effectiveness, Needs Assessment, Program Implementation and Evaluation, Sustaining & Redesigning Programs
7	Problem Solving & Strategic Issues, Decision-making, Problem analysis and Resolution, Risk Management and Preventative Analysis, Common Pitfalls and Solutions in Decision-Making
8	Motivating Staff & Adopting Strategies to Manage Issues, Employee Motivation, Staff Orientation, Training, and Development, Equity and Diversity in the Workplace, Performance Management, and Feedback
9	Personal & Professional Development & Strategy Formulation, Transitioning into Leadership, Self-Care and Well-Being, Mentorship, Productivity and Time Management
10	Vision and Future Planning, Promoting Diversity and Cultural Competence, Motivating Staff, Professional and Ethical Behavior, Leading Change and Organizational Improvement
11	Implementation Strategies & Maintaining Accountability, Ethical Behaviors and Practices, Financial Management and Liability Protection, Safety and Risk Management, Succession Planning and Organizational Structure, Promoting a Culture of Accountability and Compliance
12	Reassessing & Revising Strategies, Human Resource Management, Building a Diverse & Inclusive Workforce, Employee Relations & Legal Compliance, Recruitment, Hiring, & Training, Employee Evaluation
13	Reassessing & Revising Strategies, Human Resource Management, Building a Diverse & Inclusive Workforce, Employee Relations & Legal Compliance, Recruitment, Hiring, & Training, Employee Evaluation
14	Leadership Roles, Financial Management, and Resource Allocation, Investment and Contract Strategies, Managing Financial Challenges, Financial Planning and Sustainability
15	Resource Development and Community Collaboration, Strategic Development Planning, Fundraising, Grant Writing, Approaching Foundations & Funding Sources
16	Presentation of Capstone Strategic Planning Project

**6. Assignments and evaluation, including weights for final course grade.**

Students will be evaluated on the following:

- Chapter Summary/Application Papers/Quizzes (LO 1, 2, 3, 4/GLGs 1, 2, 3, 5) 20%
- Discussion Board Posts/Application & Participation (LO 1, 2, 3, 4, 5/GLGs 1, 2, 3, 5) 15%
- Ethics Case Study Paper (LO 3, 4, 5/GLGs 1-5) 20%
- Resource Management Project (LO 1, 2, 3, 4, 5/GLGs 1-5) 20%
- Capstone Strategic Planning Project (LO 2, 3, 4, 5/GLGs 1-5) 25%

**7. Grading scale.**

A = 92-100%    B = 83-91%    C = 74-82%    D = 65-73%    F = 0-64%

**Date approved by the department or school: November 25, 2024**

**Date approved by the college curriculum committee: January 22, 2025**

**Date approved by CGS:**

Eastern Illinois University  
New/Revised Course Proposal Format  
(Approved by CAA on 9/30/21 and CGS on 11/16/21)

**Banner/Catalog Information (Coversheet)**

1.  New Course or  Revision of Existing Course
2. **Course prefix and number:** HSL 5460
3. **Short title:** Issues, Trends, and Policies
4. **Long title:** Current Issues, Trends, and Policies in Human Services
5. **Hours per week:**  3 Class  0 Lab  3 Credit
6. **Terms:**  Fall  Spring  Summer  On demand
7. **Initial term:**  Fall  Spring  Summer Year:  2026
8. **Catalog course description:** Current and emerging issues, trends, legislation, and policies impacting the human services field.

9. **Course attributes:**

General education component: N/A

Cultural diversity  Honors  Writing centered  Writing intensive  Writing active

Department Capstone as Senior Seminar

10. **Instructional delivery**

**Type of Course:**

Lecture  Lab  Lecture/lab combined  Independent study/research

Internship  Performance  Practicum/clinical  Other, specify: \_\_\_\_\_

**Mode(s) of Delivery:**

Face to Face  Online Synchronous  Online Asynchronous  Study Abroad

Hybrid, specify approximate amount of on-line and face-to-face instruction \_\_\_\_\_

11. **Course(s) to be deleted from the catalog once this course is approved:**

\_\_\_\_\_ NA \_\_\_\_\_

12. **Equivalent course(s):** \_\_\_\_\_ NA \_\_\_\_\_

a. **Are students allowed to take equivalent course(s) for credit?**  Yes  No

13. **Prerequisite(s):** \_\_\_\_\_ NA \_\_\_\_\_

a. **Can prerequisite be taken concurrently?**  Yes  No



b. Minimum grade required for the prerequisite course(s)? \_\_\_\_

c. Use Banner coding to enforce prerequisite course(s)? \_\_\_\_ Yes \_\_\_\_ No

d. Who may waive prerequisite(s)?

\_\_\_\_ No one \_\_\_\_ Chair \_\_\_\_ Instructor \_\_\_\_ Advisor \_\_\_\_ Other (specify)

14. Co-requisite(s): \_\_\_\_\_ NA \_\_\_\_\_

15. Enrollment restrictions

a. Degrees, colleges, majors, levels, classes which may take the course: Human Services graduate students, Aging Studies graduate students, non-degree seeking graduate students seeking to apply for the M.S. in Human Services or the M.S. in Aging Studies, accelerated Human Services or Aging Studies graduate students, undergraduate students approved for reserve graduate credit who will be pursuing the M.S. in Human Services or the M.S. in Aging Studies, and graduate students from other departments who have been granted permission of course instructor and Human Services Department Chair to take the course.

b. Degrees, colleges, majors, levels, classes which may not take the course: Non-Human Services and non-Aging Studies graduate students, non-Human Services and non-Aging Studies accelerated graduate students, undergraduate students approved for reserve graduate credit who will not be pursuing the M.S. in Human Services or M.S. in Aging Studies. The exception to these restrictions is in cases where the course instructor and Human Services Department Chair have granted permission for the student to take the course.

16. Repeat status:  May not be repeated \_\_\_\_ May be repeated once with credit

17. Enter the limit, if any, on hours which may be applied to a major or minor: NA

18. Grading methods:  Standard \_\_\_\_ CR/NC \_\_\_\_ Audit \_\_\_\_ ABC/NC

19. Special grading provisions: \_\_\_\_\_ NA \_\_\_\_\_

\_\_\_\_ Grade for course will not count in a student's grade point average.

\_\_\_\_ Grade for course will not count in hours toward graduation.

\_\_\_\_ Grade for course will be removed from GPA if student already has credit for or is registered in:

\_\_\_\_\_

\_\_\_\_ Credit hours for course will be removed from student's hours toward graduation if student already has credit for or is registered in: \_\_\_\_\_

20. Additional costs to students:

Supplemental Materials or Software: \_\_\_\_\_ NA \_\_\_\_\_

Course Fee  No \_\_\_\_ Yes, Explain if yes \_\_\_\_\_

21. Community college transfer:

\_\_\_\_ A community college course may be judged equivalent.

X   A community college may not be judged equivalent.

Note: Upper division credit (3000+) will not be granted for a community college course, even if the content is judged to be equivalent.

### **Rationale, Justifications, and Assurances (Part I)**

1.   x   Course is required for the major(s) of    MS in Human Services     
   Course is required for the minor(s) of \_\_\_\_\_  
   Course is required for the certificate program(s) of \_\_\_\_\_  
  x   Course is used as an elective – MS in Aging Studies

2. **Rationale for proposal:** Revisions focus on a) expanding the focus on public policy and legislative impact in human services and b) integrating additional issues in the field, such as addictions and chronic diseases.

3. **Justifications for (answer N/A if not applicable)**

Similarity to other courses: NA

Prerequisites: NA

Co-requisites: NA

Enrollment restrictions: Since the course focuses on the specific field of Human Services and career paths specific to Human Services and the issues, trends, legislation, and policies will only focus on those relevant to Human Services' fields/career paths, the following are restricted from enrolling: Non-Human Services and non-Aging Studies graduate students, non-Human Services and non-Aging Studies accelerated graduate students, and undergraduate students approved for reserve graduate credit who will not be pursuing the M.S. in Human Services or M.S. in Aging Studies. Additionally, with HSL 5460 being a required Human Services course and an elective course for Aging Studies, the course has consistently reached the maximum enrollment number to ensure quality and integrity in teaching and learning. The exception to these restrictions is in cases where the course instructor and Human Services Department Chair have granted permission for the student to take the course.

Writing active, intensive, centered: NA

Capstone as Senior Seminar: NA

4. **General education assurances (answer N/A if not applicable)**

General education component: NA

Curriculum: NA

Instruction: NA

Assessment: NA

5. **Online/Hybrid delivery justification & assurances (answer N/A if not applicable)**

Online or hybrid delivery justification: The M.S. in Human Services is an online or hybrid degree. The majority of M.S. in Human Services students opt for the online format as most do not reside within

driving distance of campus and most are employed full- or part-time in their respective career positions. This course content will be offered online using the Learning Management System (LMS). Course content can be delivered without the necessity of face-to-face meetings and meet course objectives. Offering the course online will make the course available to students in online programs.

Instruction: As required by Eastern Illinois University policy, instructors of technology-delivered courses/sections will submit proof of having completed the Online Course Development Institute (OCDI) or equivalent, Illinois Online Network’s “Master Online Teacher” certificate or another documented and equivalent training activity before teaching this course for the first time. Online videos and instructional materials will be available.

Integrity: The course syllabus will include a statement regarding academic integrity. Written assignments will be submitted to the plagiarism detection system as appropriate. Online exam integrity will be secured through the use of a lockdown browser, timed exams, and the use of randomized questions.

Interaction: Students will have access to the faculty through multiple means: online, email, and phone through posted office hours. Discussion boards, group work, and video presentations will be used as interaction and online course activities. Dedicated workspaces for group work can be created in the online classroom.

**Model Syllabus (Part II)**

Please include the following information:

1. Course number and title: HSL 5460: Current Issues, Trends, and Policies in Human Services
2. Catalog description: Current and emerging issues, trends, legislation, and policies impacting the human services field.
3. Student learning objectives (SLOs):
  1. Develop an awareness of the characteristics and complexity of problems, trends, issues, and developments in the field of human services. (GLGs 1-3)
  2. Examine and analyze federal, state, and local legislation and policies that impact the field of human services. (GLGs 1-3)
  3. Investigate and evaluate the contemporary issues and trends in our society and assess the influence of each on human services. (GLGs 1-5)
  4. Demonstrate skills in critical thinking, effective leadership, and communication skills. (GLGs 1-5)
4. Course materials:  
Supplemental materials provided.
5. Weekly outline of content.

1	Introduction to the course, APA guidelines, and academic integrity
2	Legislative impact on human services

3	Trends and ethical considerations: Looking to the future of human services
4	Current issue and policies that impact the issue(s): Families and the media
5	Current issue and policies that impact the issue(s): Incarceration
6	Current issue and policies that impact the issue(s): Individual and family diversity
7	Current issue and policies that impact the issue(s): Race, ethnicity, and culture
8	Current issue and policies that impact the issue(s): Addictions
9	Current issue and policies that impact the issue(s): Mental Health
10	Current issue and policies that impact the issue(s): Human Trafficking, Domestic Violence, and Sexual Assault
11	Current issue and policies that impact issue(s): Disabilities, Accessibilities, and Accommodations
12	Current issue and policies that impact issue(s): Aging, Ageism, and Diseases
13	Current issue and policies that impact the issue(s): Chronic Diseases
14	Advocacy in human services
15	Course Capstone: Presentations of final projects
16	Course Capstone: Student discussion board exchange and professional feedback/reflections on final projects

6. Assignments and evaluation, including weights for final course grade

Assignment	Weight
Weekly Discussion Posts (SLOs 1-4/GLGs 1-3)	40%
Public Policy Analysis Paper (SLOs 1-4/GLGs 1-3)	20%
Current Issues Research Paper (SLOs 1-4/GLGs 1-5)	20%
Infographic Project & Presentation (SLOs 1-5)	20%

7. Grading scale:

<b>Grading Scale:</b>	A = 92-100%	B = 83-91%	C = 74-82%	D = 65-73%	F = 0-64%
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**Date approved by the department: November 25, 2024**

**Date approved by the college curriculum committee: January 22, 2025**

**Date approved by CGS:**



b. Minimum grade required for the prerequisite course(s)? \_\_\_\_

c. Use Banner coding to enforce prerequisite course(s)? \_\_\_\_ Yes \_\_\_\_ No

d. Who may waive prerequisite(s)?

\_\_\_\_ No one \_\_\_\_ Chair \_\_\_\_ Instructor \_\_\_\_ Advisor \_\_\_\_ Other (specify)

14. Co-requisite(s): \_\_\_\_ NA \_\_\_\_\_

15. Enrollment restrictions

a. Degrees, colleges, majors, levels, classes which may take the course: \_\_\_\_ Human Services, Aging Studies, and Health Promotion graduate students; Human Services, Aging Studies, and Health Promotion accelerated graduate students; and undergraduate students approved for reserve graduate credit who will be pursuing the M.S. in Human Services, M.S. in Aging Studies, or M.S. in Health Promotion. \_\_\_\_\_

b. Degrees, colleges, majors, levels, classes which may not take the course: \_\_\_\_ Non-Human Services, non-Aging Studies, and non-Health Promotion graduate students; non-Human Services, non-Aging Studies, and non-Health Promotion accelerated graduate students; and undergraduate students approved for reserve graduate credit who will not be pursuing the M.S. in Human Services, M.S. in Aging Studies, or M.S. in Health Promotion. \_\_\_\_\_

16. Repeat status:  May not be repeated \_\_\_\_ May be repeated once with credit

17. Enter the limit, if any, on hours which may be applied to a major or minor:  NA \_\_\_\_

18. Grading methods:  Standard \_\_\_\_ CR/NC \_\_\_\_ Audit \_\_\_\_ ABC/NC

19. Special grading provisions: \_\_\_\_ NA \_\_\_\_\_

\_\_\_\_ Grade for course will not count in a student's grade point average.

\_\_\_\_ Grade for course will not count in hours toward graduation.

\_\_\_\_ Grade for course will be removed from GPA if student already has credit for or is registered in:

\_\_\_\_\_

\_\_\_\_ Credit hours for course will be removed from student's hours toward graduation if student already has credit for or is registered in: \_\_\_\_\_

20. Additional costs to students:

Supplemental Materials or Software \_\_\_\_ NA \_\_\_\_\_

Course Fee  No \_\_\_\_ Yes, Explain if yes \_\_\_\_\_

21. Community college transfer:

\_\_\_\_ A community college course may be judged equivalent.

A community college may not be judged equivalent.

Note: Upper division credit (3000+) will not be granted for a community college course, even if the content is judged to be equivalent.

## Rationale, Justifications, and Assurances (Part I)

1. \_x\_ Course is required for the major(s) of \_ M.S. in Human Services \_\_\_\_\_  
\_\_\_\_\_ Course is required for the minor(s) of \_\_\_\_\_  
\_\_\_\_\_ Course is required for the certificate program(s) of \_\_\_\_\_  
\_X\_ Course is used as an elective \_\_\_\_\_ M.S. in Aging Studies and M.S. in Health Promotion
2. **Rationale for proposal** : At present HSL 5846 has two major course content areas: public policy and grant writing in the Human Services field. Instructors of HSL 5846 and the Human Services graduate faculty have determined that the content area of public policy is sufficiently and more appropriately covered in the required Human Services graduate course of HSL 5460 - Issues and Trends in Human Services. The combination of retaining both major content areas of public policy and grant writing in HSL 5846 has yielded a disjointed focus, detracted from more seamless transitions between and among course topic modules of both development/grant writing and policy, and the scope of course content coverage has become too broad for inclusion in one stand-alone course. As the content areas of development and grant writing have continued to evolve as critical for professional skills and expertise, primarily focusing on these two major content areas – development and grant writing - in HSL 5846 will best prepare students for either beginning or continuing their respective Human Services careers.

### 3. **Justifications for (answer N/A if not applicable)**

Similarity to other courses: NA

Prerequisites: NA

Co-requisites: NA

Enrollment restrictions: Since the course focuses on the specific field of Human Services and career paths related to Human Services, the major topics of development and funding will be geared specifically toward the Human Services field and careers. Therefore, the following are restricted from enrolling: Non-Human Services, non-Aging Studies, and non-Health Promotion graduate students; non-Human Services, non-Aging Studies, and non-Health Promotion accelerated graduate students; and undergraduate students approved for reserve graduate credit who will not be pursuing the M.S. in Human Services, M.S. in Aging Studies, or M.S. in Health Promotion.

Additionally, with HSL 5846 being a required Human Services course and an elective course for Aging Studies and Health Promotion, the course has consistently reached the maximum enrollment number to ensure quality and integrity in teaching and learning. The exception to these restrictions is in cases where the course instructor and Human Services Department Chair have granted permission for the student to take the course.

Writing active, intensive, centered: NA

Capstone as Senior Seminar: NA



**4. General education assurances (answer N/A if not applicable)**

General education component: NA

Curriculum: NA

Instruction: NA

Assessment: NA

**5. Online/Hybrid delivery justification & assurances (answer N/A if not applicable)**

Online or hybrid delivery justification: The M.S. in Human Services is an online or hybrid degree. The majority of M.S. in Human Services students opt for the online format as most do not reside within driving distance of campus and most are employed full- or part-time in their respective career positions. This course content will be offered online using the Learning Management System (LMS). Course content can be delivered without the necessity of face-to-face meetings and meet course objectives. Offering the course online will make the course available to students in online programs.

Instruction: As required by Eastern Illinois University policy, instructors of technology-delivered courses/sections will submit proof of having completed the Online Course Development Institute (OCDI) or equivalent, Illinois Online Network's "Master Online Teacher" certificate or another documented and equivalent training activity before teaching this course for the first time. Online videos and instructional materials will be available.

Integrity: The course syllabus will include a statement regarding academic integrity. Written assignments will be submitted to the plagiarism detection system as appropriate. Online exam integrity will be secured through the use of a lockdown browser, timed exams, and the use of randomized questions.

Interaction: Students will have access to the faculty through multiple means: online, email, and phone through posted office hours. Discussion boards, group work, and video presentations will be used as interaction and online course activities. Dedicated workspaces for group work can be created in the online classroom.

**Model Syllabus (Part II)**

Please include the following information:

1. Course number and title: HSL 5846 Development, Funding, and Grant Writing in Human Services
2. Catalog description: Development and funding for human services programming and organizations through examination of development outreach activities, funding sources, and preparation of grant applications.
3. Learning objectives (LO):  
By the completion of this course, students will be able to:
  1. LO1: Assess, explain, and justify existing needs for development, funding, and grant proposals in human services. Graduate Learning Goals (GLG) 1, 2, 3, 4, 5

2. LO2: Examine, compare, and contrast funding sources for human services programming.  
Graduate Learning Goals (GLG) 1, 2, 3, 4
3. LO3: Examine and generate development/outreach activity ideas for human services programming.  
Graduate Learning Goals (GLG) 1, 2, 3, 4
4. LO4: Plan and develop a grant application for human services-related funding/resources.  
Graduate Learning Goals (GLG) 1, 2, 3, 4
5. LO5: Engage actively with peers to assess and collaboratively exchange ideas related to development, funding, and grant applications for growth and success in human services.  
Graduate Learning Goals (GLG) 1, 2, 3, 4, 5

4. Course materials.

Hoefer, R. (2024). *FUNDED! Essentials of grant writing for the Human Services* (2nd Edition). Solana Beach, CA: Cognella, Inc.

Supplemental readings.

5. Weekly outline of content.

<b>Course Outline</b>	
<b>Week</b>	<b>Topic</b>
1	Course Introduction and Overview APA Writing Style and Technical Report Writing
2	The Larger Context of Human Services Nonprofits and Introduction to Development, Funding, and Grant Writing
3	Exploring “The World” of Development, Funding, and Grant Writing Organizational Successes and Challenges in Development, Funding, and Grant Writing
4	Creating and Justifying Evidence-Based Programs Understanding Population, Community, and Constituent Needs
5	Logic Models Generating Development and Outreach Ideas/Activities Generating Grant Application Ideas and Plans
6	External Collaborations/Partnerships in Development and Grant Writing
7	Agency Capacity and Capabilities Related to Development, Funding, and Grants
8	Local Funding Sources Foundation Funding Sources
9	State Government Funding Sources Federal Government Funding Sources
10	Building a Grant Program Budget Fiscal Management of Grant Funding Accountability and Grant Compliance Forecasting and Contingency Management for Development, Funding, and Grants
11	Implementation of Grant-Funded Programs Outcome Measures and Evaluation of Grant-Funded Programs
12	Final Assessment and Inventory Checks of Grant Applications -Reexamination of Goals and Objectives and Alignment with Funding Source Criteria -Rationale and Justification of Need -Targeted Population/Audience – Availability, Accessibility, Special Considerations -Measurements for Evaluating the Success of Activities/Outcomes -Roles and Responsibilities of Individuals/Groups -Timeline and Deadlines -Dissemination of Findings/Outcomes

	-Future Planning Ideas and Funding Sources
13	Technicalities and Final Details of Grant Application Submissions -Accuracy, Proofreading, and Final Revisions/Edits -Title Pages, Summaries or Abstracts -Submission Instructions and Procedures -How the Review Process Works
14	Individual and/or Small Group Meetings to Discuss the Final Stage of Grant Application Assignment
15	Capstone Experiences: Presentation and Reviews of Grant Applications
16	Capstone Experiences: Peer Assessment and Collaborative Exchange

**6. Assignments and evaluation, including weights for final course grade.**

Students will be evaluated on the following:

- 20% Chapter Summary & Application Papers/Discussion Posts (LO 1, 2, 3, 5/GLGs 1-5)
- 15% Needs Assessment and Rationale/Justification Paper on a Specialized Topic or Target Population (LO 1, 3, 4, 5/GLGs 1-5)
- 15% Annotated Funding Source Guide (LO 1, 2, 4, 5/GLGs 1-5)
- 15% Annotated List of Development/Outreach Activity Ideas for Human Services Programs (LO 1, 3, 5/GLGs 1-5)
- 25% Grant Application (LO 1, 3, 4, 5/GLGs 1-5)
- 10% Peer Assessment and Collaboration Exchange Exercise (LO 5/GLGs 1-5)

**7. Grading scale.**

A = 92-100%    B = 83-91%    C = 74-82%    D = 65-73%    F = 0-64%

**Date approved by the department or school: November 25, 2024**

**Date approved by the college curriculum committee: January 22, 2025**

**Date approved by CGS:**

**Eastern Illinois University**  
**New/Revised Course Proposal Format**  
**(Approved by CAA on 9/30/21 and CGS on 11/16/21)**

**Banner/Catalog Information (Coversheet)**

1.  New Course or  Revision of Existing Course
2. **Course prefix and number:** HSL 5850
3. **Short title:** Advanced Human Development
4. **Long title:** Advanced Human Development and Theories
5. **Hours per week:**  3 Class  0 Lab  3 Credit
6. **Terms:**  Fall  Spring  Summer  On demand
7. **Initial term:**  Fall  Spring  Summer Year:  2026
8. **Catalog course description:** In-depth study of human development ages and stages and family and developmental theories. Application of theories/theoretical models to analyze current issues and trends across the human lifespan.

**9. Course attributes:**

General education component: N/A

Cultural diversity  Honors  Writing centered  Writing intensive  Writing active

Department Capstone as Senior Seminar

**10. Instructional delivery**

**Type of Course:**

Lecture  Lab  Lecture/lab combined  Independent study/research

Internship  Performance  Practicum/clinical  Other, specify: \_\_\_\_\_

**Mode(s) of Delivery:**

Face to Face  Online Synchronous  Online Asynchronous  Study Abroad

Hybrid, specify approximate amount of on-line and face-to-face instruction \_\_\_\_\_

**11. Course(s) to be deleted from the catalog once this course is approved:**

\_\_\_\_\_ NA \_\_\_\_\_

**12. Equivalent course(s):** \_\_\_\_\_ NA \_\_\_\_\_

a. Are students allowed to take equivalent course(s) for credit?  Yes  No

**13. Prerequisite(s):** \_\_\_\_\_ NA \_\_\_\_\_

a. Can prerequisite be taken concurrently?  Yes  No

b. Minimum grade required for the prerequisite course(s)? \_\_\_\_

c. Use Banner coding to enforce prerequisite course(s)? \_\_\_\_ Yes \_\_\_\_ No

d. Who may waive prerequisite(s)?

\_\_\_\_ No one \_\_\_\_ Chair \_\_\_\_ Instructor \_\_\_\_ Advisor \_\_\_\_ Other (specify)

14. Co-requisite(s): \_\_\_\_\_ NA \_\_\_\_\_

**15. Enrollment restrictions**

a. **Degrees, colleges, majors, levels, classes which may take the course:** Human Services graduate students, non-degree seeking graduate students seeking to apply for the M.S. in Human Services, accelerated Human Services graduate students, undergraduate students approved for reserve graduate credit who will be pursuing the M.S. in Human Services, and graduate students from other departments who have been granted permission of course instructor and Human Services Department Chair to take the course.

b. **Degrees, colleges, majors, levels, classes which may not take the course:** Non-Human Services graduate students, non-Human Services accelerated graduate students, undergraduate students approved for reserve graduate credit who will not be pursuing the M.S. in Human Services. The exception to these restrictions is in cases where the course instructor and Human Services Department Chair have granted permission for the student to take the course.

16. Repeat status:  May not be repeated \_\_\_\_ May be repeated once with credit

17. Enter the limit, if any, on hours which may be applied to a major or minor: NA

18. Grading methods:  Standard \_\_\_\_ CR/NC \_\_\_\_ Audit \_\_\_\_ ABC/NC

19. Special grading provisions: NA

\_\_\_\_ Grade for course will not count in a student's grade point average.

\_\_\_\_ Grade for course will not count in hours toward graduation.

\_\_\_\_ Grade for course will be removed from GPA if student already has credit for or is registered in:

\_\_\_\_\_

\_\_\_\_ Credit hours for course will be removed from student's hours toward graduation if student already has credit for or is registered in: \_\_\_\_\_

**20. Additional costs to students:**

Supplemental Materials or Software: NA

Course Fee  No \_\_\_\_ Yes, Explain if yes \_\_\_\_\_

**21. Community college transfer:**

\_\_\_\_ A community college course may be judged equivalent.

A community college may not be judged equivalent.

Note: Upper division credit (3000+) will not be granted for a community college course, even if the content is judged to be equivalent.

### **Rationale, Justifications, and Assurances (Part I)**

1.   x   Course is required for the major(s) of   Human Services    
   Course is required for the minor(s) of \_\_\_\_\_  
   Course is required for the certificate program(s) of \_\_\_\_\_  
   Course is used as an elective
2. **Rationale for proposal** : Revisions focus on a) integrating family theories not previously covered in the course and b) integrating developmental theories. Graduate students need exposure to these theories, as they comprise the foundation of the human services field and are essential for theses or capstone projects in the graduate internship or independent study.

3. **Justifications for (answer N/A if not applicable)**

Similarity to other courses: NA

Prerequisites: NA

Co-requisites: NA

Enrollment restrictions: Since the course focuses on the specific field of Human Services and career paths related to Human Services, the major topics of family/developmental theories and human lifespan development stages will be geared specifically toward the Human Services field and careers. Therefore, the following are restricted from enrolling: Non-Human Services graduate students; non-Human Services accelerated graduate students; and undergraduate students approved for reserve graduate credit who will not be pursuing the M.S. in Human Services. Additionally, with HSL 5850 being a required Human Services course, the course has consistently reached the maximum enrollment number to ensure quality and integrity in teaching and learning. The exception to these restrictions is in cases where the course instructor and Human Services Department Chair have granted permission for the student to take the course.

Writing active, intensive, centered: NA

Capstone as Senior Seminar: NA

4. **General education assurances (answer N/A if not applicable)**

General education component: NA

Curriculum: NA

Instruction: NA

Assessment: NA

5. **Online/Hybrid delivery justification & assurances (answer N/A if not applicable)**

Online or hybrid delivery justification: The M.S. in Human Services is an online or hybrid degree. The majority of M.S. in Human Services students opt for the online format as most do not reside within driving distance of campus and most are employed full- or part-time in their respective career positions. This course content will be offered online using the Learning Management System (LMS). Course content can be delivered without the necessity of face-to-face meetings and meet course objectives. Offering the course online will make the course available to students in online programs.

Instruction: As required by Eastern Illinois University policy, instructors of technology-delivered courses/sections will submit proof of having completed the Online Course Development Institute (OCDI) or equivalent, Illinois Online Network's "Master Online Teacher" certificate or another documented and equivalent training activity before teaching this course for the first time. Online videos and instructional materials will be available.

Integrity: The course syllabus will include a statement regarding academic integrity. Written assignments will be submitted to the plagiarism detection system as appropriate. Online exam integrity will be secured through the use of a lockdown browser, timed exams, and the use of randomized questions.

Interaction: Students will have access to the faculty through multiple means: online, email, and phone through posted office hours. Discussion boards, group work, and video presentations will be used as interaction and online course activities. Dedicated workspaces for group work can be created in the online classroom.

### **Model Syllabus (Part II)**

Please include the following information:

1. Course number and title: HSL 5850: Advanced Human Development and Theories
2. Catalog description:  
In-depth study of human development ages and stages and family and developmental theories. Application of theories/theoretical models to analyze current issues and trends across the human lifespan.
3. Student learning objectives (SLOs):
  1. Distinguish and comprehend characteristics and attributes of human lifespan development ages and stages from birth to death (infancy and toddlerhood, preschool age, school-age, adolescence, young and emerging adulthood, middle age, and older age). (GLGs 1-3)
  2. Examine and analyze individual, family, and societal issues/policies and trends associated with ages and stages across the lifespan, including developmental milestones, life transitions, and age-related challenges. (GLGs 1-3)
  3. Examine historical aspects and the evolution of family and developmental theories/theoretical models. (GLGs 1-3)
  4. Evaluate family and developmental theories/theoretical models and the role of theory in understanding human development, family life, and social interactions. (GLGs 1-4)
  5. Compare and contrast a variety of family and developmental theories to assess contemporary viability. (GLGs 1-5)

6. Apply family and developmental theories/theoretical models to address specific social issues impacting individuals, families, and society. (GLGs 1-5)

4. Course materials:

Allen, K., & Henderson, A. (2023). *Family theories today: A critical intersectional approach* (2nd Edition). San Diego, CA: Cognella.

Crain, W. (2024). *Theories of development: Concepts and applications* (7th Edition.) New York: Routledge.

5. Weekly outline of content.

1	Introduction to course/ Assignments/ What is Theory
2	What is Theory
3	Conflict Theory
4	Family Systems Theory Internal Family Systems
5	Social Exchange Theory
6	Social Exchange Theory
7	Life Course Theory
8	Symbolic Interactionist Theories
9	Family Stress and Resiliency Theories
10	American Psychological Association (APA) – Technical Writing and Style
11	Feminist Theory
12	Developmental Theories: Psychoanalytic
13	Developmental Theories: Learning Theories
14	Developmental Theories: Attachment
15	Course Capstone: Theory Application Presentations
16	Course Capstone: Student discussion board exchange and professional feedback/reflections on Theory Application Presentations

6. Assignments and evaluation, including weights for final course grade



<b>Assignment</b>	<b>Weight</b>
Weekly Discussion Posts (SLOs 1-6/GLGs 1-5)	40%
Media Analysis and Theoretical Application Presentation (SLOs 1-2, 4-6/GLGs 1-5)	20%
Public Policy and Theoretical Application Paper (SLOs 1-6/GLGs 1-5)	20%
Case Study Analysis and Theoretical Application Paper (SLOs 1-6/GLGs 1-5)	20%

**7. Grading scale:**

<b>Grading Scale:</b>	A = 92-100%	B = 83-91%	C = 74-82%	D = 65-73%	F = 0-64%
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**Date approved by the department: November 25, 2024**

**Date approved by the college curriculum committee: January 22, 2025**

**Date approved by CGS:**

**M.S. in Human Services Proposed Program and Curriculum Revisions**

**Effective Date:** Fall 2025

**Rationale:** The overarching rationale for the four course revisions and subsequent program changes is to update and restructure course content and the program to further align with current and updated issues, trends, and practices in the Human Services field.

The following summarizes key points of the proposed revisions. Changes reflect a need for revised course content, technical editing, clarification in details, and additions/deletions to courses and/or course titles.

*Program Description Revisions:*

- Technical editing of wording for detail and clarification of “Program Mission”
- Addition of “Admission Requirements” section to adhere to standard graduate catalog program information
- Technical editing of wording for detail and clarification of “Program Format”
- Addition of “Credit for Prior Learning” section to better market and promote this new opportunity
- Addition of “Degree Audit” section to adhere to standard graduate catalog program information

*M.S. in Human Services Core Courses:*

- Updated course titles of HSL 5450, 5460, 5846, and 5850 to align with proposed course revisions with new titles
- HSL 5450 – This course revision will allow for a more concentrated and defined focus on the administration of human services programs and include a major focus on strategic planning. Faculty consensus is that the present content of HSL 5450 is too broad in content to align with current administrative practices, transferrable skills, and visionary leadership necessary in Human Services. To best represent the revised content, the title will change from Leadership and Administration in Human Services Programming to Program Administration and Strategic Planning in Human Services.
- HSL 5460 – This course revision will allow for a more concentrated focus on policy. Faculty consensus is that the present content of HSL 5460 is too broad in the issues and trends content. The policy content area has been in the HSL 5846 course but has not lent well to HSL 5846 in recent years in supporting the amount of needed course time and focus grant writing and development in HSL 5846. Faculty concur that policy is critical to the curriculum and the best course of action is to transfer the policy content area from HSL 5846 to HSL 5460 for a more solid and seamless fit. To best represent the revised content, the title of HSL 5460 will be changed from Issues and Trends in Human Services Programming to Current Issues, Trends, and Policies in Human Services.
- HSL 5846 – This course revision removes the public policy content area and transfers it to HSL 5460. The content area of grant writing will be retained and expanded to include a broader and

more in-depth focus on development and funding in the field of Human Services. To best represent the revised content, the title of HSL 5846 will be changed from Public Policy and Grant Writing for Human Services Programming to Development, Funding, and Grant Writing in Human Services.

- Deletion of HSL 5852 and Revision of HSL 5850 – The HSL 5852 Adolescence and Emerging Adulthood course has been our only lifespan stage-specific course in the curriculum. Instead of having one stand-alone course on adolescents/emerging adulthood that covers only 1-2 stages of lifespan development, the faculty consensus is to delete HSL 5852 and restructure HSL 5850 Theories of Human Development and Family Life to become Advanced Human Development and Theories. The revised HSL 5850 course will focus on all stages of advanced human development lifespan study from birth to death. The lifespan focus will complement HSL 5850's existing component of family studies theory and allow for expansion to include developmental theories. HSL 5852 has been revised to become a 3000-level undergraduate course to fill an existing gap in school-age/adolescent development in the undergraduate curriculum.
- The requirement of either HSL 4770 Family Budgeting and Debt Management or HSL 4775 Human Services Programs and Resource Management as a core course (instead of having both as electives) fills a critical gap in financial literacy and budget/resource management in our curriculum.

*M.S. in Human Services Elective Courses:*

- Four courses from Communication Studies were added to broaden our elective offerings, highlight the importance of specialized communication skills in professional practice, and best complement the Human Services curriculum. These additional offerings also increase our number of 5000-level electives.
- HSL 4854 was deleted as the course will no longer be offered.
- PLS 4783 was added because of a new cross-listing between the PLS and PUBH departments (PLS 4783/PUBH 4783).
- Five courses from Public Health were added to broaden our elective offerings, highlight the importance of health promotion in the Human Services field, and best complement the Human Services curriculum. These offerings also increase our number of 5000-level electives with two of the five additions.

*Accelerated Graduate Program in Human Services:*

- Technical editing of wording for detail and clarification in the description
- Website link updates and additions for accuracy and clarification
- Updates of appropriate contact personnel for advisement
- Shared course options were updated to align with the above M.S. in Human Services revisions

## Eastern Illinois University

### CURRENT CATALOG

#### Human Services

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**Mission Statement:** The Master of Science in Human Services graduate program prepares students through teaching and experiential learning, research, and theoretical application to improve our diverse global society. The program's integrative approach is designed to prepare graduates for leadership positions by advancing critical thinking, reflective practice, knowledge, and communication skills.

**Program Format:** The program can be completed in online or hybrid (combination of online and face-to-face) formats. All required courses are offered regularly.

**Admission Requirements:** To be eligible for degree candidacy, applicants must meet all of the requirements for admission to the Graduate School (see "[Admission to Graduate Degree and Certificate Programs](#)"). Additional requirements include an essay describing academic/career interests and goals and an assessment of strengths and areas of growth, a resume, and two academic or professional reference letters.

**Degree Audit:** The graduate plan of study is the EIU Degree Audit, which is generated automatically at the time of degree or certificate candidacy. Modifications of the standard EIU Degree Audit are submitted by the graduate coordinator to the certification officer in the Graduate School at the time modifications are approved. The Degree Audit serves as an unofficial summary of requirements for the program. Degree and certificate candidates are advised to review the comprehensive summary of the Degree Audit process specified on the "[Requirements for All Degree and Certificate Candidates](#)" section of the Graduate Catalog. Individual programs may require candidates to submit plans of study in addition to the Degree Audit, candidates should consult with the program coordinator.

#### Degree Requirements

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Degree requirements include those outlined for the master's degree by the Graduate School (see "[Requirements for the Master's Degree](#)").

Total Hours: 33

#### Core Requirements

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##### Credits: 21

- [HSL 5450 - Leadership and Administration in Human Services Programming](#) Credits: 3
- [HSL 5460 - Issues and Trends in Human Services Programming](#) Credits: 3
- [HSL 5846 - Public Policy and Grant Writing for Human Services Programming](#) Credits: 3
- [HSL 5850 - Theories of Human Development and Family Life](#) Credits: 3
- [HSL 5852 - Adolescence and Emerging Adulthood](#) Credits: 3
- [HSL 5900 - Research Methods](#) Credits: 3

- [HSL 5950 - Thesis](#) Credits: 3 to 6 **OR**,
- [HSL 5980 - Internship](#). Credits: 3 to 6 **OR**,
- [HSL 5990 - Human Services Independent Study](#). Credits: 1 to 6

### Elective Courses

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Select 12 credit hours from the following courses. Additional electives may be considered in consultation with the Graduate Coordinator.

- [CMN 4765 - Communication in Families](#) Credits: 3
- [HSL 4770 - Family Budgeting and Debt Management](#) Credits: 3
- [HSL 4775 - Human Services Programs and Resource Management](#) Credits: 3
- [HSL 4820 - Death and Dying](#) Credits: 3
- [HSL 4845 - Family Stress and Resilience](#) Credits: 3
- [HSL 4846 - Aging and the Family](#). Credits: 3
- [HSL 4850 - Human Services Programs: Community, Culture and Intersectionality](#) Credits: 3
- [HSL 4854 - Leadership in Family Life Education](#) Credits: 3
- [HSL 4859 - Administration of Human Services Programming](#) Credits: 3
- [HSL 4860 - Addictions and the Family](#). Credits: 3
- [HSL 5100 - Societal Theories of Aging](#) Credits: 3
- [HSL 5230 - Special Topics in Human Services](#) Credits: 1 to 3
- [HSL 5400 - Aging Policy in Action](#) Credits: 3
- [PLS 4793 - Civic and Nonprofit Leadership](#) Credits: 3
- [PLS 4873 - Human Resource Management in Public and Nonprofit Organizations](#) Credits: 3
- [PLS 4893 - Budgeting in Government and Nonprofit Organizations](#) Credits: 3

### Accelerated Graduate Program

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Current EIU undergraduate students can apply for admission to the accelerated M.S. in Human Services program. Admission requires that a student have completed a minimum of 60 hours of undergraduate or transfer course credits and have a minimum undergraduate cumulative GPA of 3.25 and a minimum undergraduate major GPA of 3.75. In addition, applicants must have completed a minimum of 15 hours of Human Services courses.

To apply for the accelerated MS in Human Services, applicants must meet the above requirements and submit an application found on the [Accelerated Graduate Program: MS Human Services](#) website. Upon acceptance to the program, a [Shared Course Request form](#) must be submitted in consultation with the student's undergraduate academic advisor and graduate coordinator.

For more information on the Human Services Accelerated Graduate Program, visit the [Graduate School's website](#) and contact Dr. Kathleen O'Rourke, Human Services Graduate Coordinator at [kaorourke@eiu.edu](mailto:kaorourke@eiu.edu).

### Shared Coursework

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Students accepted into the accelerated graduate program may take up to 9 credit hours of the following courses as shared credit. Please note that stated prerequisites will need to be completed before enrolling in the courses.

Permission to take 5000-level graduate courses for accelerated graduate credits can be requested in consultation with the Graduate Coordinator(s), course instructor, and Graduate School Dean. Prior to taking 5000-level courses, students must have completed 90 credit hours and be classified as an EIU senior.

- [CMN 4765 - Communication in Families](#) Credits: 3
- [HSL 4770 - Family Budgeting and Debt Management](#) Credits: 3
- [HSL 4775 - Human Services Programs and Resource Management](#) Credits: 3
- [HSL 4820 - Death and Dying](#) Credits: 3
- [HSL 4845 - Family Stress and Resilience](#) Credits: 3
- [HSL 4846 - Aging and the Family](#) Credits: 3
- [HSL 4850 - Human Services Programs: Community, Culture and Intersectionality](#) Credits: 3
- [HSL 4854 - Leadership in Family Life Education](#) Credits: 3
- [HSL 4859 - Administration of Human Services Programming](#) Credits: 3
- [HSL 4860 - Addictions and the Family](#) Credits: 3
- [HSL 5100 - Societal Theories of Aging](#) Credits: 3
- [HSL 5230 - Special Topics in Human Services](#) Credits: 1 to 3
- [HSL 5400 - Aging Policy in Action](#) Credits: 3
- [HSL 5450 - Leadership and Administration in Human Services Programming](#) Credits: 3
- [HSL 5460 - Issues and Trends in Human Services Programming](#) Credits: 3
- [HSL 5846 - Public Policy and Grant Writing for Human Services Programming](#) Credits: 3
- [HSL 5850 - Theories of Human Development and Family Life](#) Credits: 3
- [HSL 5852 - Adolescence and Emerging Adulthood](#) Credits: 3
- [HSL 5900 - Research Methods](#) Credits: 3
- [PLS 4793 - Civic and Nonprofit Leadership](#) Credits: 3
- [PLS 4873 - Human Resource Management in Public and Nonprofit Organizations](#) Credits: 3
- [PLS 4893 - Budgeting in Government and Nonprofit Organizations](#) Credits: 3

## Eastern Illinois University

### Human Services – REVISED COPY

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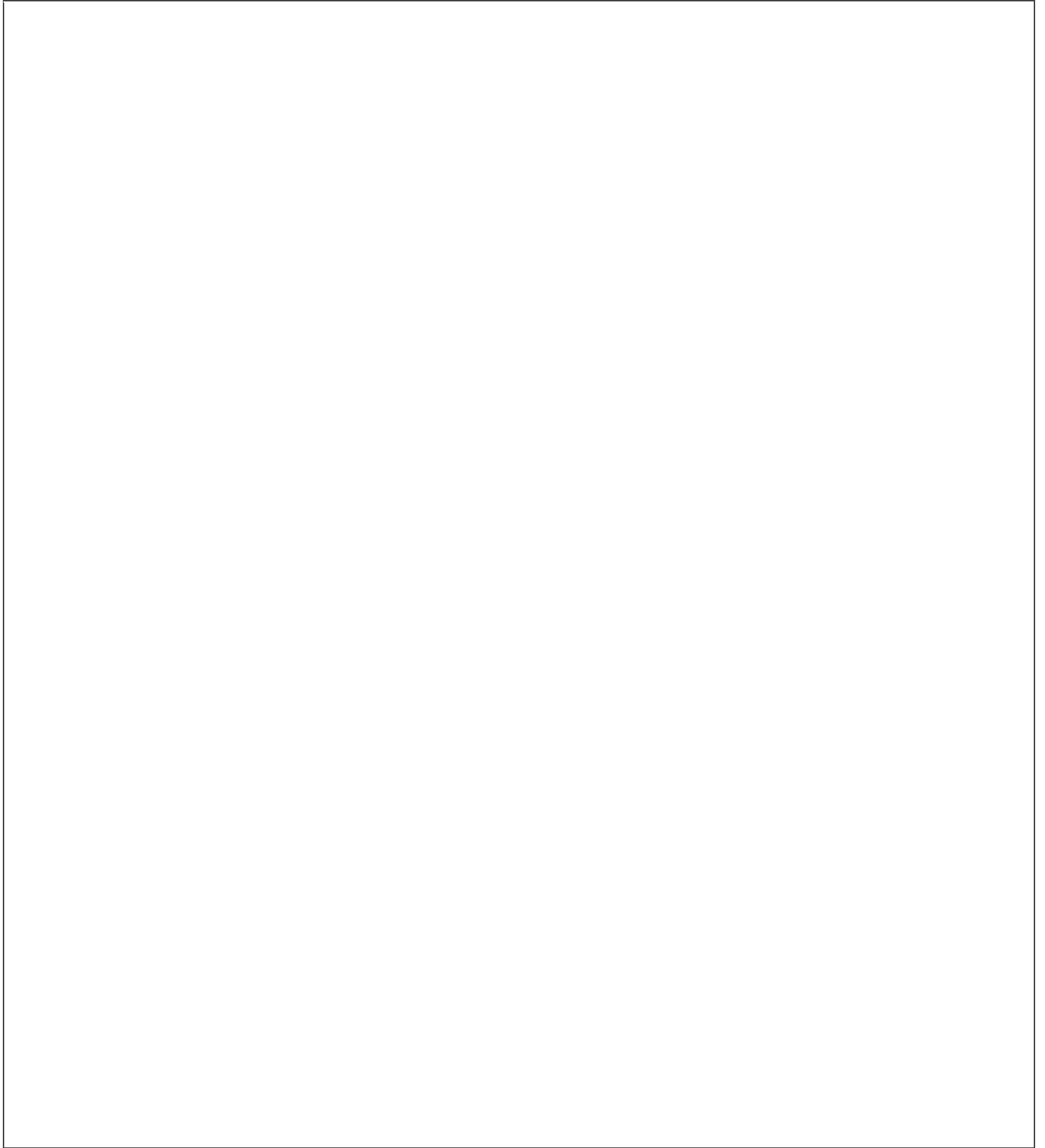
**Program Mission Statement:** The Master of Science in Human Services graduate program prepares students through teaching and experiential learning, research, and theoretical application to improve our diverse global society. ~~Students will acquire specialized expertise, competencies, and skills. The program's integrative approach is designed to prepare graduates for leadership positions and to advance their new or existing careers and work with individuals, families, and communities. by advancing critical thinking, reflective practice, knowledge, and communication skills.~~

**Admission Requirements:** To be eligible for degree candidacy, applicants must meet all of the requirements for admission to the Graduate School (see "[Admission to Graduate Degree and Certificate Programs](#)"). Additional application requirements include an essay describing academic/career ~~interests and goals and an~~ a self-assessment of strengths and areas of growth, a resume', and two academic or professional reference letters. Applications are accepted year-round and admitted students may begin the program during any semester with full- or part-time status.

**Program Format:** The program can be completed ~~in~~ online or in a hybrid (combination of online and face-to-face) formats. All required and elective courses are offered regularly. ~~For fully online students, there are no on-campus or residency requirements.~~

**Credit for Prior Learning:** Credit for Prior Learning (CPL) provides graduate students in specific programs an opportunity to gain course credit by utilizing their professional work experience and acquired knowledge. Through submitting a portfolio, students' applicable workplace experiences are reviewed to determine if the content and rigor of coursework have been met. Up to 9 credit hours may be earned and applied toward the M.S. in Human Services. For more information, see "[Credit for Prior Learning](#)" on the EIU Graduate School's website.

**Degree Audit:** The graduate plan of study is the EIU Degree Audit, which is generated automatically at the time of degree or certificate candidacy. Modifications of the standard EIU Degree Audit are submitted by the graduate coordinator to the Graduate School's certification officer when modifications are approved. The Degree Audit serves as an unofficial summary of requirements for the program. Degree and certificate candidates are advised to review the comprehensive summary of the Degree Audit process specified ~~on~~ in the "[Requirements for All Degree and Certificate Candidates](#)" section of the Graduate Catalog. Individual programs may require candidates to submit plans of study in addition to the Degree Audit; candidates should consult with the ~~program~~ graduate coordinator.





**Degree Requirements:** Degree requirements include those outlined for the master's degree by the Graduate School (see "[Requirements for the Master's Degree](#)").

**M.S. in Human Services - Total Hours: 33**

### Core Requirements

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#### Credits: 21

- ~~HSL 5450 - Leadership and Administration in Human Services Programming~~ [Administration and Strategic Planning in Human Services](#) Credits: 3
- [HSL 5460 – Current Issues, and Trends, and Policies Trends in Human Services Programming](#) Credits: 3
- ~~HSL 5846 - Public Policy and Grant Writing for Human Services Programming~~ [Development, Funding, and Grant Writing in Human Services](#) Credits: 3
- ~~HSL 5850 – Advanced Theories of Human Development and Theories Family Life.~~ Credits: 3
- ~~HSL 5852 – Adolescence and Emerging Adulthood~~ Credits: 3
- [HSL 5900 - Research Methods](#) Credits: 3

One of the following two courses:

- [HSL 4770 - Family Budgeting and Debt Management](#) Credits: 3
- OR
- [HSL 4775 - Human Services Programs and Resource Management](#) Credits: 3

One of the following three courses:

- [HSL 5950 –Thesis](#) Credits: 3 to 6
- OR
- [HSL 5980 – Human Services Internship.](#) Credits: 3 to 6
- OR
- [HSL 5990 – Human Services Independent Study.](#) Credits: 1 to 6

### Elective Courses

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Select 12 credit hours from the following courses. **At least one course (3 of the 12 credit hours) must be selected from 5000-level courses.** Additional electives may be considered in consultation with the Graduate Coordinator.

- [CMN 4765 - Communication in Families](#) Credits: 3
- [CMN 5155 - Communication and Aging](#) Credits: 3

- [CMN 5510 - Interpersonal Communication](#) Credits: 3
- [CMN 5520 - Social Interaction](#) Credits: 3
- [CMN 5530 - Intercultural Communication](#) Credits: 3
- [HSL 4770 - Family Budgeting and Debt Management](#) Credits: 3
- [HSL 4775 - Human Services Programs and Resource Management](#) Credits: 3
- [HSL 4820 - Death and Dying](#) Credits: 3
- [HSL 4845 - Family Stress and Resilience](#) Credits: 3
- [HSL 4846 - Aging and the Family](#). Credits: 3
- [HSL 4850 - Human Services Programs: Community, Culture and Intersectionality](#) Credits: 3
- ~~[HSL 4854 - Leadership in Family Life Education](#) Credits: 3~~
- [HSL 4859 - Administration and Leadership in of Human Services Programming](#) Credits: 3
- [HSL 4860 - Addictions and the Family](#). Credits: 3
- [HSL 5100 - Societal Theories of Aging](#) Credits: 3
- [HSL 5230 - Special Topics in Human Services](#) Credits: 1 to 3
- [HSL 5400 - Aging Policy in Action](#) Credits: 3
- [PLS 4783 - Health Politics and Policy](#). Credits: 3
- or
- [PUBH 4783 - Health Politics and Policy](#). Credits: 3
- [PLS 4793 - Civic and Nonprofit Leadership](#) Credits: 3
- [PLS 4873 - Human Resource Management in Public and Nonprofit Organizations](#) Credits: 3
- [PLS 4893 - Budgeting in Government and Nonprofit Organizations](#) Credits: 3
- [PUBH 4770 - Health Services Administration](#). Credits: 3
- ~~[PUBH 4783 - Health Politics and Policy](#). Credits: 3~~
- [PUBH 4800 - Drugs and Society](#). Credits: 3

- [PUBH 4830 - Perspectives on Health and Humor Credits: 3](#)
- [PUBH 5750 - Health Program Planning and Evaluation Credits: 3](#)
- [PUBH 5770 - Leadership and Ethics for Health Professionals Credits: 3](#)

### Accelerated Graduate Program

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Current EIU undergraduate students can apply for admission to the ~~Accelerated Graduate Program in M.S. in~~ Human Services ~~program~~. Admission requires that a student has ~~ve~~ completed a minimum of 60 hours of undergraduate or transfer course credits in Human Services and has ~~ve~~ a minimum undergraduate cumulative GPA of 3.25 and a minimum undergraduate major GPA of 3.75. In addition, applicants must have completed a minimum of 15 hours of Human Services courses.

To apply for the ~~Accelerated Graduate Program in M.S. in~~ Human Services, applicants must meet the above requirements and submit ~~an~~ the application found on the [Accelerated Graduate Program: M.S. Human Services](#) website. Upon acceptance to the program, an ~~Shared-Course-Request form~~ [Accelerated Program Course Request Form](#) must be submitted to the Graduate School in consultation with the student's undergraduate academic advisor and the Human Services graduate coordinator.

For more information on the ~~Human Services~~ Accelerated Graduate Program in Human Services, contact Alisa Gray, Academic Advisor, at [aagray@eiu.edu](mailto:aagray@eiu.edu) or 217-581-5310 and ~~visit~~ refer to "Accelerated Graduate Programs" ~~the Graduate School's website~~ on the Graduate School's website. ~~and contact Dr. Kathleen O'Rourke, Human Services Graduate Coordinator at~~ [kaorourke@eiu.edu](mailto:kaorourke@eiu.edu).

### Shared Coursework

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Students accepted into the accelerated graduate program may take up to 9 credit hours of the following courses as shared credit. Please note that ~~stated~~ prerequisites ~~may will~~ need to be completed before enrolling in the courses. Permission to take 5000-level graduate courses for accelerated graduate credits can be requested in consultation with the Graduate Coordinator(s), course instructor, and Graduate School Dean. Prior to taking 5000-level courses, students must have completed 90 credit hours and be classified as an EIU senior.

- [CMN 4765 - Communication in Families Credits: 3](#)
- [CMN 5155 - Communication and Aging Credits: 3](#)
- [CMN 5510 - Interpersonal Communication Credits: 3](#)
- [CMN 5520 - Social Interaction Credits: 3](#)
- [CMN 5530 - Intercultural Communication Credits: 3](#)
- [HSL 4770 - Family Budgeting and Debt Management Credits: 3](#)

- [HSL 4775 - Human Services Programs and Resource Management](#) Credits: 3
- [HSL 4820 - Death and Dying](#) Credits: 3
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- [HSL 4859 - Administration and Leadership in of Human Services Programming](#) Credits: 3
- [HSL 4860 - Addictions and the Family.](#) Credits: 3
- [HSL 5100 - Societal Theories of Aging](#) Credits: 3
- [HSL 5230 - Special Topics in Human Services](#) Credits: 1 to 3
- [HSL 5400 - Aging Policy in Action](#) Credits: 3
- ~~[HSL 5450 - Leadership and Administration in Human Services Programming Program Administration and Strategic Planning in Human Services](#) Credits: 3~~
- [HSL 5460 – Current Issues, and Trends, and Policies in Human Services Programming](#) Credits: 3
- ~~[HSL 5846 - Public Policy and Grant Writing for Human Services Programming Development, Funding, and Grant Writing in Human Services](#) Credits: 3~~
- [HSL 5850 – Advanced Theories of Human Development and Theories Family Life.](#) Credits: 3
- ~~[HSL 5852 – Adolescence and Emerging Adulthood](#) Credits: 3~~
- [HSL 5900 - Research Methods](#) Credits: 3
- ~~[PLS 4783 - Health Politics and Policy.](#) Credits: 3~~  
or
- ~~[PUBH 4783 - Health Politics and Policy.](#) Credits: 3~~
- [PLS 4793 - Civic and Nonprofit Leadership](#) Credits: 3
- [PLS 4873 - Human Resource Management in Public and Nonprofit Organizations](#) Credits: 3
- [PLS 4893 - Budgeting in Government and Nonprofit Organizations](#) Credits: 3

- [PUBH 4770 - Health Services Administration](#). Credits: 3
- ~~[PUBH 4783 - Health Politics and Policy](#). Credits: 3~~
- [PUBH 4800 - Drugs and Society](#). Credits: 3
- [PUBH 4830 - Perspectives on Health and Humor](#) Credits: 3
- [PUBH 5750 - Health Program Planning and Evaluation](#) Credits: 3
- [PUBH 5770 - Leadership and Ethics for Health Professionals](#) Credits: 3

**Date approved by the department or school: November 27, 2024**

**Date approved by the college curriculum committee: January 22, 2025**

**Date approved by CAA:**



**M.S. in Aging Studies and M.S. in Aging Studies: Long-Term Care Administration  
Proposed Program and Curriculum Revisions**

**Effective Date:** Fall 2025

**Rationale:** The following summarizes key points of the proposed revisions. All revisions reflect a need for technical editing, clarifications, and a limited number of additions/deletions to courses and/or titles to align with departmental updates proposed for Fall 2025. No substantive content or major curriculum changes are being proposed.

*Program Description Updates for Further Information and Clarification:*

- Technical editing of wording in Program Mission, Admission Requirements, Online Format, Degree Audit, and Degree Requirements sections; no substantive content revisions
- Addition of Credit for Prior Learning section to better market and promote this new opportunity

*M.S. in Aging Studies Curriculum/Course Listings:*

- Deleted HSL 4854 – no longer offered
- Updated course titles of HSL 5450, 5460, 5846 and PUBH 4840 to align with departmental changes to titles

*M.S. in Aging Studies: Long-Term Care Administration Curriculum/Course Listings:*

- Technical editing of wording in description to provide more detailed clarity; no substantive content revisions
- Updated course title of HSL 5450 to align with departmental change to title

*Accelerated Graduate Programs:*

- Updated contact information for academic advisor
- Added website link

*M.S. in Aging Studies Accelerated Program:*

- Deleted HSL 4854 – no longer offered

- Updated course titles of HSL 5450, 5460, 5846 and PUBH 4840 to align with departmental changes to titles
- Added HSL 5460 as this was inadvertently omitted in the last catalog revision

*M.S. in Aging Studies: Long-Term Care Administration Accelerated Program:*

- Updated course title of HSL 5450 to align with departmental change to title



## Aging Studies – CURRENT CATALOG COPY

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**Program Mission:** The mission of the Master of Science in Aging Studies is to prepare future and current leaders in the aging/gerontology fields through an interdisciplinary education to be productive professionals who serve the aging needs of diverse local, regional, national, and international populations. Students will acquire specialized expertise, competencies, and skills in older adulthood, processes of aging, and later life stages through the study of theory, research, practice, and policy. Students will be prepared to begin or advance careers focused on but not limited to: administration and leadership in national, state, and local government or nonprofit aging-specific programs; human and social services resource and case management for aging individuals and families; and aging research and policy.

**Admission Requirements:** Two Aging Studies degree options include (1) the M.S. in Aging Studies or (2) the M.S. in Aging Studies: Long Term Care Administration. **To be eligible for degree candidacy, applicants must meet all of the requirements for admission to the Graduate School (see “[Admission to Graduate Degree and Certificate Programs](#)”).** Additional requirements include an essay describing academic/career interests and goals and an assessment of strengths and areas of growth, and two academic or professional reference letters.

**Online Format:** The graduate degree program is completed in the form of online courses to fulfill the required minimum total of 33 credit hours. All required courses are offered online regularly. A limited number of courses are also available in face-to-face or hybrid formats.

**Degree Audit:** The graduate plan of study is the EIU Degree Audit, which is generated automatically at the time of degree or certificate candidacy. Modifications of the standard EIU Degree Audit are submitted by the graduate coordinator to the certification officer in the Graduate School at the time modifications are approved. The Degree Audit serves as an unofficial summary of requirements for the program. Degree and certificate candidates are advised to review the comprehensive summary of the Degree Audit process specified on the “[Requirements for All Degree and Certificate Candidates](#)” section of the Graduate Catalog. Individual programs may require candidates to submit plans of study in addition to the Degree Audit; candidates should consult with the program coordinator.

### Degree Requirements

Degree requirements include those outlined for the master’s degree by the Graduate School (see “[Requirements for the Master’s Degree](#)”). The courses for the Master of Science in Aging Studies must total a minimum of 33 semester hours.

### Required Courses

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(27 Credit Hours)

- [CMN 5155 - Communication and Aging](#) Credits: 3
- [EDF 5590 - Educational Response to Third Age Learning](#) Credits: 3

- [HSL 4846 - Aging and the Family](#). Credits: 3
- [HSL 5100 - Societal Theories of Aging](#) Credits: 3
- [HSL 5400 - Aging Policy in Action](#) Credits: 3
- [HSL 5900 - Research Methods](#) Credits: 3
- [KSR 5225 - Physical Activity and Aging](#) Credits: 3
- [PSY 5540 - Psychological Processes in the Aged](#) Credits: 3
- [PUBH 4890 - Health and Aging](#). Credits: 3

### Elective Courses

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Select 6 credit hours from the following courses. Elective courses are offered for students to specialize in the areas of Biological Sciences, Communication Studies, Human Services, Political Science, Psychology, or Public Health.

Prerequisite courses may be required.

- [BIO 4834 - Neurobiology](#). Credits: 3
- [BIO 4835 - Advanced Neurobiology](#) Credits: 3
- [BIO 5434 - Neurobiology](#) Credits: 3
- [BIO 5435 - Advanced Neurobiology](#) Credits: 3
- [CMN 4765 - Communication in Families](#) Credits: 3
- [CMN 5550 - Special Topics in Communication Studies](#) Credits: 3
- [HCM 4910 - Applied Health Communication](#) Credits: 3
- [HCM 5610 - Advanced Analysis and Development of Health Communication Campaigns](#) Credits: 3
- [HSL 4770 - Family Budgeting and Debt Management](#) Credits: 3
- [HSL 4775 - Human Services Programs and Resource Management](#) Credits: 3
- [HSL 4820 - Death and Dying](#) Credits: 3
- [HSL 4845 - Family Stress and Resilience](#) Credits: 3
- [HSL 4850 - Human Services Programs: Community, Culture and Intersectionality](#) Credits: 3
- [HSL 4854 - Leadership in Family Life Education](#) Credits: 3
- [HSL 4859 - Administration of Human Services Programming](#) Credits: 3
- [HSL 4860 - Addictions and the Family](#). Credits: 3
- [HSL 5230 - Special Topics in Human Services](#) Credits: 1 to 3

- [HSL 5450 - Leadership and Administration in Human Services Programming](#) Credits: 3
- [HSL 5460 - Issues and Trends in Human Services Programming](#) Credits: 3
- [HSL 5846 - Public Policy and Grant Writing for Human Services Programming](#) Credits: 3
- [HSL 5950 - Thesis](#) Credits: 3 to 6
- [HSL 5985 - Aging Studies Internship](#) Credits: 3
- [HSL 5992 - Aging Studies Independent Study](#) Credits: 1 to 6
- [PLS 4783 - Health Politics and Policy](#) Credits: 3 **OR,**
- [PUBH 4783 - Health Politics and Policy](#) Credits: 3
- [PLS 4793 - Civic and Nonprofit Leadership](#) Credits: 3
- [PLS 4873 - Human Resource Management in Public and Nonprofit Organizations](#) Credits: 3
- [PLS 4893 - Budgeting in Government and Nonprofit Organizations](#) Credits: 3
- [PSY 5545 - Techniques for Geriatric Management](#) Credits: 3
- [PUBH 4770 - Health Services Administration](#) Credits: 3
- [PUBH 4800 - Drugs and Society](#) Credits: 3
- [PUBH 4830 - Perspectives on Health and Humor](#) Credits: 3
- [PUBH 4840 - Complementary Integrative Medicine for Health Services Professionals](#) Credits: 3
- [PUBH 5700 - Theories and Principles of Health Behavior](#) Credits: 3
- [PUBH 5750 - Health Program Planning and Evaluation](#) Credits: 3
- [PUBH 5765 - Epidemiology in Public Health](#) Credits: 3
- [PUBH 5770 - Leadership and Ethics for Health Professionals](#) Credits: 3

### **Long Term Care Administration Option**

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The M.S. in Aging Studies: Long Term Care Administration prepares students for beginning or continuing careers focused on but not limited to the administration of nursing homes and assisted living, supportive living, and independent living residential and community care programs.

Required Courses: 33 Credit Hours

- [CMN 5155 - Communication and Aging](#) Credits: 3
- [EDF 5590 - Educational Response to Third Age Learning](#) Credits: 3
- OR

- [HSL 5100 - Societal Theories of Aging](#) Credits: 3
- [HSL 4820 - Death and Dying](#) Credits: 3
- OR
- [HSL 4846 - Aging and the Family](#) Credits: 3
- [HSL 5400 - Aging Policy in Action](#) Credits: 3
- [HSL 5450 - Leadership and Administration in Human Services Programming](#) Credits: 3
- OR
- [PUBH 5770 - Leadership and Ethics for Health Professionals](#) Credits: 3
- [HSL 5900 - Research Methods](#) Credits: 3
- [KSR 5225 - Physical Activity and Aging](#) Credits: 3
- [PLS 4873 - Human Resource Management in Public and Nonprofit Organizations](#) Credits: 3
- [PSY 5540 - Psychological Processes in the Aged](#) Credits: 3
- OR
- [PSY 5545 - Techniques for Geriatric Management](#) Credits: 3
- [PUBH 4890 - Health and Aging](#) Credits: 3
- [PUBH 5750 - Health Program Planning and Evaluation](#) Credits: 3

### Accelerated Graduate Program

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Current EIU undergraduate students can apply for admission to the accelerated **M.S. in Aging Studies** or **M.S. in Aging Studies: Long Term Care Administration** program options. Admission requires that students have completed a minimum of 60 hours of undergraduate or transfer course credits and have a minimum undergraduate cumulative GPA of 3.25 or a minimum undergraduate major GPA of 3.75. To apply for the accelerated M.S. in Aging Studies or M.S. in Aging Studies: Long Term Care Administration, contact the Aging Studies Graduate Coordinator and also refer to the Graduate School's Accelerated Program website at: <https://www.eiu.edu/graduate/accelerated.php>.

Permission to take 5000-level graduate courses for accelerated graduate credits can be requested in consultation with the Graduate Coordinator and with approval from the Graduate Coordinators of the respective programs, course instructor, and Graduate School Dean. Students must have completed 90 credit hours to be classified as an EIU senior.

### M.S. in Aging Studies Accelerated Program

Maximum of 9 total credit hours from the following:

- 3 to 9 credit hours from:
- [CMN 5155 - Communication and Aging](#) Credits: 3
- [EDF 5590 - Educational Response to Third Age Learning](#) Credits: 3
- [HSL 4846 - Aging and the Family](#) Credits: 3
- [HSL 5100 - Societal Theories of Aging](#) Credits: 3
- [HSL 5400 - Aging Policy in Action](#) Credits: 3
- [HSL 5900 - Research Methods](#) Credits: 3
- [KSR 5225 - Physical Activity and Aging](#) Credits: 3
- [PUBH 4890 - Health and Aging](#) Credits: 3
- [PSY 5540 - Psychological Processes in the Aged](#) Credits: 3
- 3 to 6 credit hours from:

**(Note: If both HSL 4846 and PUBH 4890 are taken for accelerated graduate credit, a limit of 3 credit hours maximum can be selected from the following.)**

- [BIO 4834 - Neurobiology](#) Credits: 3
- [BIO 5434 - Neurobiology](#) Credits: 3
- [BIO 4835 - Advanced Neurobiology](#) Credits: 3
- [BIO 5435 - Advanced Neurobiology](#) Credits: 3
- [CMN 4765 - Communication in Families](#) Credits: 3
- [HCM 4910 - Applied Health Communication](#) Credits: 3
- [HCM 5610 - Advanced Analysis and Development of Health Communication Campaigns](#) Credits: 3
- [HSL 4770 - Family Budgeting and Debt Management](#) Credits: 3
- [HSL 4775 - Human Services Programs and Resource Management](#) Credits: 3
- [HSL 4820 - Death and Dying](#) Credits: 3
- [HSL 4845 - Family Stress and Resilience](#) Credits: 3
- [HSL 4850 - Human Services Programs: Community, Culture and Intersectionality](#) Credits: 3
- [HSL 4854 - Leadership in Family Life Education](#) Credits: 3
- [HSL 4859 - Administration of Human Services Programming](#) Credits: 3
- [HSL 4860 - Addictions and the Family](#) Credits: 3
- [HSL 5450 - Leadership and Administration in Human Services Programming](#) Credits: 3

- [HSL 5846 - Public Policy and Grant Writing for Human Services Programming](#) Credits: 3
- [PLS 4783 - Health Politics and Policy](#) Credits: 3
- **OR**
- [PUBH 4783 - Health Politics and Policy](#) Credits: 3
- [PLS 4793 - Civic and Nonprofit Leadership](#) Credits: 3
- [PLS 4873 - Human Resource Management in Public and Nonprofit Organizations](#) Credits: 3
- [PLS 4893 - Budgeting in Government and Nonprofit Organizations](#) Credits: 3
- [PSY 5545 - Techniques for Geriatric Management.](#) Credits: 3
- [PUBH 4770 - Health Services Administration.](#) Credits: 3
- [PUBH 4800 - Drugs and Society.](#) Credits: 3
- [PUBH 4830 - Perspectives on Health and Humor](#) Credits: 3
- [PUBH 4840 - Complementary Integrative Medicine for Health Services Professionals](#) Credits: 3
- [PUBH 5700 - Theories and Principles of Health Behavior](#) Credits: 3
- [PUBH 5750 - Health Program Planning and Evaluation](#) Credits: 3
- [PUBH 5770 - Leadership and Ethics for Health Professionals](#) Credits: 3

### **Long Term Care Administration Accelerated Program**

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3 to 9 credit hours from the following courses:

- [CMN 5155 - Communication and Aging](#) Credits: 3
- [EDF 5590 - Educational Response to Third Age Learning](#) Credits: 3
- **OR**
- [HSL 5100 - Societal Theories of Aging](#) Credits: 3
- [HSL 4820 - Death and Dying](#) Credits: 3
- **OR**
- [HSL 4846 - Aging and the Family.](#) Credits: 3
- [HSL 5400 - Aging Policy in Action](#) Credits: 3
- [HSL 5450 - Leadership and Administration in Human Services Programming](#) Credits: 3
- **OR**

- [PUBH 5770 - Leadership and Ethics for Health Professionals](#) Credits: 3
- [HSL 5900 - Research Methods](#) Credits: 3
- [KSR 5225 - Physical Activity and Aging](#) Credits: 3
- [PLS 4873 - Human Resource Management in Public and Nonprofit Organizations](#) Credits: 3
- [PSY 5540 - Psychological Processes in the Aged](#) Credits: 3
- OR
- [PSY 5545 - Techniques for Geriatric Management.](#) Credits: 3
- [PUBH 4890 - Health and Aging.](#) Credits: 3

## Aging Studies – CATALOG REVISIONS

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**Program Mission:** The ~~mission of the interdisciplinary~~ Master of Science in Aging Studies ~~is to~~ prepares ~~future and current~~ leaders in the aging/gerontology fields ~~through an interdisciplinary education to be productive as~~ professionals who serve the ~~aging later life~~ needs of diverse ~~local, regional, national, and international~~ populations. Students will acquire specialized expertise, competencies, and skills ~~in~~ ~~focused on~~ older adulthood, processes of aging, and later life stages ~~through the study of theory, research, practice, and policy~~. Students will be prepared to ~~begin or~~ advance ~~their new or existing~~ careers in areas such as ~~focused on but not limited to:~~ administration ~~of and leadership in~~ national, state, and local government or nonprofit aging-specific programs; human and social services resource and case management for aging individuals and families; and aging research and policy.

**Admission Requirements:** Two Aging Studies degree options include (1) the M.S. in Aging Studies or (2) the M.S. in Aging Studies: Long-Term Care Administration. ~~To be eligible for degree candidacy, applicants must meet all of the requirements for admission to the Graduate School (see “Admission to Graduate Degree and Certificate Programs”).~~ Additional ~~application~~ requirements include an essay describing academic/career ~~interests and~~ goals and ~~an a~~ self-assessment of strengths and areas of growth, and two academic or professional reference letters. ~~Applications are accepted year-round and admitted students may begin the program during any semester with full- or part-time status.~~

**Online Format:** The ~~Aging Studies~~ graduate degree program is completed ~~in the form of~~ online ~~courses to fulfill~~ for the required minimum total of 33 credit hours. ~~There are no on-campus or residency requirements.~~ All required ~~and elective~~ courses are offered online regularly. A limited number of courses are also available in face-to-face or hybrid formats.

**Credit for Prior Learning:** Credit for Prior Learning (CPL) provides graduate students in specific programs an opportunity to gain course credit by utilizing their professional work experience and acquired knowledge. Through submitting a portfolio, students' applicable workplace experiences are reviewed to determine if the content and rigor of coursework have been met. Up to 9 credit hours may be earned and applied toward the M.S. in Aging Studies or M.S. in Aging Studies: Long-Term Care Administration. For more information, see [“Credit for Prior Learning”](#) on the EIU Graduate School's website.

**Degree Audit:** The graduate plan of study is the EIU Degree Audit, which is generated automatically at the time of degree or certificate candidacy. Modifications of the standard EIU Degree Audit are submitted by the graduate coordinator to the ~~Graduate School's~~ certification officer ~~in the Graduate School at the time when~~ modifications are approved. The Degree Audit serves as an unofficial summary of requirements for the program. Degree and certificate candidates are advised to review the comprehensive summary of the Degree Audit process specified ~~on~~ in the [“Requirements for All Degree and Certificate Candidates”](#) section of the Graduate Catalog. Individual programs may require candidates to submit plans of study in addition to the Degree Audit; candidates should consult with the ~~program graduate~~ coordinator.

### Degree Requirements



Degree requirements include those outlined for the master's degree by the Graduate School (see "[Requirements for the Master's Degree](#)"). ~~The courses for the Master of Science in Aging Studies must total a minimum of 33 semester hours.~~

### **M.S. in Aging Studies – Total Hours: 33**

#### **Required Courses**

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(27 Credit Hours)

- [CMN 5155 - Communication and Aging](#) Credits: 3
- [EDF 5590 - Educational Response to Third Age Learning](#) Credits: 3
- [HSL 4846 - Aging and the Family](#) Credits: 3
- [HSL 5100 - Societal Theories of Aging](#) Credits: 3
- [HSL 5400 - Aging Policy in Action](#) Credits: 3
- [HSL 5900 - Research Methods](#) Credits: 3
- [KSR 5225 - Physical Activity and Aging](#) Credits: 3
- [PSY 5540 - Psychological Processes in the Aged](#) Credits: 3
- [PUBH 4890 - Health and Aging](#) Credits: 3

#### **Elective Courses**

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Select 6 credit hours from the following courses. Elective courses are offered for students to specialize in the areas of Biological Sciences, Communication Studies, Human Services, Political Science, Psychology, or Public Health. Prerequisite courses may be required. **Additional electives may be considered in consultation with the Graduate Coordinator.**

- [BIO 4834 - Neurobiology](#) Credits: 3
- [BIO 4835 - Advanced Neurobiology](#) Credits: 3
- [BIO 5434 - Neurobiology](#) Credits: 3
- [BIO 5435 - Advanced Neurobiology](#) Credits: 3
- [CMN 4765 - Communication in Families](#) Credits: 3
- [CMN 5550 - Special Topics in Communication Studies](#) Credits: 3
- [HCM 4910 - Applied Health Communication](#) Credits: 3
- [HCM 5610 - Advanced Analysis and Development of Health Communication Campaigns](#) Credits: 3

- [HSL 4770 - Family Budgeting and Debt Management](#) Credits: 3
- [HSL 4775 - Human Services Programs and Resource Management](#) Credits: 3
- [HSL 4820 - Death and Dying](#) Credits: 3
- [HSL 4845 - Family Stress and Resilience](#) Credits: 3
- [HSL 4850 - Human Services Programs: Community, Culture and Intersectionality](#) Credits: 3
- ~~[HSL 4854 - Leadership in Family Life Education](#) Credits: 3~~
- [HSL 4859 - Administration and Leadership in of Human Services Programming](#) Credits: 3
- [HSL 4860 - Addictions and the Family](#) Credits: 3
- [HSL 5230 - Special Topics in Human Services](#) Credits: 1 to 3
- ~~[HSL 5450 - Leadership and Administration in Human Services Programming Program Administration and Strategic Planning in Human Services](#) Credits: 3~~
- ~~[HSL 5460 - Issues and Trends in Human Services Programming](#) Current Issues, Trends, and Policies in Human Services Credits: 3~~
- ~~[HSL 5846 - Public Policy and Grant Writing for Human Services Programming Development, Funding, and Grant Writing in Human Services](#) Credits: 3~~
- [HSL 5950 - Thesis](#) Credits: 3 to 6
- [HSL 5985 - Aging Studies Internship](#) Credits: 3
- [HSL 5992 - Aging Studies Independent Study](#) Credits: 1 to 6
- [PLS 4783 - Health Politics and Policy](#) Credits: 3 ~~OR~~, [PUBH 4783 - Health Politics and Policy](#) Credits: 3
- [PLS 4793 - Civic and Nonprofit Leadership](#) Credits: 3
- [PLS 4873 - Human Resource Management in Public and Nonprofit Organizations](#) Credits: 3
- [PLS 4893 - Budgeting in Government and Nonprofit Organizations](#) Credits: 3
- [PSY 5545 - Techniques for Geriatric Management](#) Credits: 3
- [PUBH 4770 - Health Services Administration](#) Credits: 3
- [PUBH 4800 - Drugs and Society](#) Credits: 3
- [PUBH 4830 - Perspectives on Health and Humor](#) Credits: 3
- ~~[PUBH 4840 - Complementary Integrative Medicine for Health Services Professionals Mind-Body Medicine](#) Credits: 3~~
- [PUBH 5700 - Theories and Principles of Health Behavior](#) Credits: 3
- [PUBH 5750 - Health Program Planning and Evaluation](#) Credits: 3

- [PUBH 5765 - Epidemiology in Public Health](#) Credits: 3
- [PUBH 5770 - Leadership and Ethics for Health Professionals](#) Credits: 3

**M.S. in Aging Studies: Long-Term Care Administration Option – Total Hours: 33**

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The M.S. in Aging Studies: Long-Term Care Administration prepares students for beginning or continuing careers focused on but not limited to ~~the~~ **administration and leadership positions in of continuum of care systems;** nursing homes, ~~and~~ **assisted living, supportive living, and independent living residential sites;** and ~~community~~ **local, state, regional, or national care and support programs for older adults.**

Required Courses: 33 Credit Hours (A limited number of required courses for substitution may be considered in consultation with the Graduate Coordinator.)

- [CMN 5155 - Communication and Aging](#) Credits: 3
  - [EDF 5590 - Educational Response to Third Age Learning](#) Credits: 3
- OR
- [HSL 5100 - Societal Theories of Aging](#) Credits: 3
  - [HSL 4820 - Death and Dying](#) Credits: 3
- OR
- [HSL 4846 - Aging and the Family](#) Credits: 3
  - [HSL 5400 - Aging Policy in Action](#) Credits: 3
  - ~~[HSL 5450 - Leadership and Administration in Human Services Programming Program Administration and Strategic Planning in Human Services](#)~~ Credits: 3
- OR
- [PUBH 5770 - Leadership and Ethics for Health Professionals](#) Credits: 3
  - [HSL 5900 - Research Methods](#) Credits: 3
  - [KSR 5225 - Physical Activity and Aging](#) Credits: 3
  - [PLS 4873 - Human Resource Management in Public and Nonprofit Organizations](#) Credits: 3
  - [PSY 5540 - Psychological Processes in the Aged](#) Credits: 3
- OR
- [PSY 5545 - Techniques for Geriatric Management](#) Credits: 3
  - [PUBH 4890 - Health and Aging](#) Credits: 3

- [PUBH 5750 - Health Program Planning and Evaluation](#) Credits: 3

## Accelerated Graduate Programs

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Current EIU undergraduate students can apply for admission to the accelerated **M.S. in Aging Studies** or **M.S. in Aging Studies: Long-Term Care Administration** program options. Admission requires that students have completed a minimum of 60 hours of undergraduate or transfer course credits and have a minimum undergraduate cumulative GPA of 3.25 or a minimum undergraduate major GPA of 3.75. To apply for the accelerated M.S. in Aging Studies or M.S. in Aging Studies: Long-Term Care Administration program, contact Ms. Alisa Gray, Academic Advisor, at [aagrav@eiu.edu](mailto:aagrav@eiu.edu) or 217-581-5310 ~~Aging Studies Graduate Coordinator~~ and also refer to ~~the Graduate School's Accelerated Program website at:~~ ["Accelerated Graduate Programs"](#) on the Graduate School's website.

Students accepted into the accelerated graduate program may take up to 9 credit hours of the following courses as shared credit. Please note that stated prerequisites will need to be completed before enrolling in the courses.

Permission to take 5000-level graduate courses for accelerated graduate credits can be requested in consultation with the **Aging Studies** Graduate Coordinator, Dr. Kathleen O'Rourke ([kaorourke@eiu.edu](mailto:kaorourke@eiu.edu)), and with approval from the Graduate Coordinators of ~~other the~~ respective graduate programs, the course instructor, and Graduate School Dean. ~~Prior to taking 5000-level courses,~~ ~~S~~tudents must have completed 90 credit hours ~~to~~ and be classified as an EIU senior.

### M.S. in Aging Studies Accelerated Program

Maximum of 9 overall total credit hours from the following two sections of course listings. Additional course options may be considered in consultation with the Graduate Coordinator and Academic Advisor.

3 to 9 credit hours may be selected from:

- [CMN 5155 - Communication and Aging](#) Credits: 3
- [EDF 5590 - Educational Response to Third Age Learning](#) Credits: 3
- [HSL 4846 - Aging and the Family](#) Credits: 3
- [HSL 5100 - Societal Theories of Aging](#) Credits: 3
- [HSL 5400 - Aging Policy in Action](#) Credits: 3
- [HSL 5900 - Research Methods](#) Credits: 3
- [KSR 5225 - Physical Activity and Aging](#) Credits: 3
- [PUBH 4890 - Health and Aging](#) Credits: 3
- [PSY 5540 - Psychological Processes in the Aged](#) Credits: 3

3 to 6 credit hours may be selected from:

~~(Note: If both HSL 4846 and PUBH 4890 are taken for accelerated graduate credit, a limit of 3 credit hours maximum can be selected from the following.)~~

- [BIO 4834 - Neurobiology](#) Credits: 3
- [BIO 5434 - Neurobiology](#) Credits: 3
- [BIO 4835 - Advanced Neurobiology](#) Credits: 3
- [BIO 5435 - Advanced Neurobiology](#) Credits: 3
- [CMN 4765 - Communication in Families](#) Credits: 3
- [HCM 4910 - Applied Health Communication](#) Credits: 3
- [HCM 5610 - Advanced Analysis and Development of Health Communication Campaigns](#) Credits: 3
- [HSL 4770 - Family Budgeting and Debt Management](#) Credits: 3
- [HSL 4775 - Human Services Programs and Resource Management](#) Credits: 3
- [HSL 4820 - Death and Dying](#) Credits: 3
- [HSL 4845 - Family Stress and Resilience](#) Credits: 3
- [HSL 4850 - Human Services Programs: Community, Culture and Intersectionality](#) Credits: 3
- ~~[HSL 4854 - Leadership in Family Life Education](#) Credits: 3~~
- [HSL 4859 - Administration and Leadership in of Human Services Programming](#) Credits: 3
- [HSL 4860 - Addictions and the Family](#) Credits: 3
- ~~[HSL 5450 - Leadership and Administration in Human Services Programming Program Administration and Strategic Planning in Human Services](#) Credits: 3~~
- ~~[HSL 5460 - Current Issues, Trends, and Policies in Human Services](#) Credits: 3~~
- ~~[HSL 5846 - Public Policy and Grant Writing for Human Services Programming Development, Funding, and Grant Writing in Human Services](#) Credits: 3~~
- [PLS 4783 - Health Politics and Policy](#) Credits: 3 **OR** [PUBH 4783 - Health Politics and Policy](#) Credits: 3
- [PLS 4793 - Civic and Nonprofit Leadership](#) Credits: 3
- [PLS 4873 - Human Resource Management in Public and Nonprofit Organizations](#) Credits: 3
- [PLS 4893 - Budgeting in Government and Nonprofit Organizations](#) Credits: 3
- [PSY 5545 - Techniques for Geriatric Management](#) Credits: 3
- [PUBH 4770 - Health Services Administration](#) Credits: 3

- [PUBH 4800 - Drugs and Society](#) Credits: 3
- [PUBH 4830 - Perspectives on Health and Humor](#) Credits: 3
- [PUBH 4840 - Complementary Integrative Medicine for Health Services Professionals Mind-Body Medicine](#) Credits: 3
- [PUBH 5700 - Theories and Principles of Health Behavior](#) Credits: 3
- [PUBH 5750 - Health Program Planning and Evaluation](#) Credits: 3
- [PUBH 5765 - Epidemiology in Public Health](#) Credits: 3
- [PUBH 5770 - Leadership and Ethics for Health Professionals](#) Credits: 3

**M.S. in Aging Studies: Long-Term Care Administration Accelerated Program**

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3 to 9 credit hours **may be selected** from the following courses. **A limited number of additional course options may be considered in consultation with the Graduate Coordinator and Academic Advisor.**

- [CMN 5155 - Communication and Aging](#) Credits: 3
  - [EDF 5590 - Educational Response to Third Age Learning](#) Credits: 3
- OR
- [HSL 5100 - Societal Theories of Aging](#) Credits: 3
  - [HSL 4820 - Death and Dying](#) Credits: 3
- OR
- [HSL 4846 - Aging and the Family](#) Credits: 3
  - [HSL 5400 - Aging Policy in Action](#) Credits: 3
  - [HSL 5450 - Leadership and Administration in Human Services Programming Program Administration and Strategic Planning in Human Services](#) Credits: 3
- OR
- [PUBH 5770 - Leadership and Ethics for Health Professionals](#) Credits: 3
  - [HSL 5900 - Research Methods](#) Credits: 3
  - [KSR 5225 - Physical Activity and Aging](#) Credits: 3
  - [PLS 4873 - Human Resource Management in Public and Nonprofit Organizations](#) Credits: 3
  - [PSY 5540 - Psychological Processes in the Aged](#) Credits: 3

OR

- [PSY 5545 - Techniques for Geriatric Management](#). Credits: 3
- [PUBH 4890 - Health and Aging](#). Credits: 3

**Date approved by the department or school: December 11, 2024**

**Date approved by the college curriculum committee: January 22, 2025**

**Date approved by CAA:**



TO: Dr. Alexis Jones, CGS Chair

FROM: Robert Chesnut, Interim Dean of the Graduate School

RE: Program Elimination of the PSM Degree in Geographic Information Sciences

DATE: January 30, 2025

Cc: Jim David, Chair of the Geology and Geography Department  
David Viertel, Graduate Coordinator of the Geology and Geography Department  
Michael Cornebise, Associate Dean, College of Liberal Arts and Sciences  
Barbara Bonnekesen, Dean, College of Liberal Arts and Sciences  
Ryan Hendrickson, Provost and VPAA

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Dear Dr. Jones:

This is a request that CGS approve the elimination of a graduate program: the PSM Degree in Geographic Information Sciences. CGS bylaw II.B.3. states that CGS has authority for: "Making recommendations concerning the status of graduate programs."

This request is the culmination of a process that began with a discussion in the spring of 2024. The attached memo documents the program's enrollment targets over the next three years. Since that time, the department has concluded that devoting effort elsewhere would be more productive. Accordingly, the department voted to discontinue the program.

Any students currently enrolled in the program will be provided for with a teachout plan that allows until the end of the Spring, 2026 semester for any current students to complete all requirements for the degree.

This memo was circulated in draft form for comments within the department.

No faculty lines will be affected by termination of the program.

If CGS recommends termination, the recommendation will be communicated in a memo from CGS to the chair of Faculty Senate, the chair of the Council on Academic Affairs, the Provost, the Dean and Associate Dean of the College of Liberal Arts and Sciences, the chairs of both departments (Biological Sciences and Chemistry and Biochemistry), and the Dean of the Graduate School.

Thank you for your assistance and leadership.



Memorandum of Understanding on the Status of the PSM Degree in  
Geographic Information Sciences

Spring, 2024

The purpose of this memorandum is to document the mutually accepted benchmarks, outcomes and timelines discussed at a meeting held on March 1, 2024. (This memorandum follows the format and wording that have been used in the past for documenting planning for graduate programs.) At the meeting, the Graduate School, College of Liberal Arts and Sciences, and the Department of Geology and Geography agreed to the following items that relate to the future of the PSM degree in Geographic Information Sciences.

1. The Geographic Information Sciences PSM is consistent with the mission of the University, serves students in other graduate programs, and has the potential for expanded enrollment.
2. The department will continue to deliver an online graduate program that will meet IBHE minimum requirements: enrollment of nine and annual graduation rate of four—both parameters measured as rolling three-year averages. Enrollment and graduation rates will be measured as of the tenth-day census of Fall 2027. In the event that these IBHE requirements are not met, the program would sunset over the course of 2028-2029 academic year and would no longer accept new admits after the fall semester 2027.
3. Courses will be provided in asynchronous mode to all online students.
4. The Graduate School, in collaboration with the Office of Marketing and Communication, will assist the program in marketing-related activities as appropriate.
5. As is existing practice, the AOD guidelines will determine CU assignments for graduate courses and tutorial equivalents should be assigned when and where appropriate. Similarly, AOD guidelines will determine CU values for the graduate coordinator.

  
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Dean, CLAS

  
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Dean, Graduate School

  
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Chair, Geology and Geography

  
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Graduate Coordinator, PSM in GIS