

# COUNCIL ON GRADUATE STUDIES

## Meeting Agenda

2:00 p.m. 3108 Blair Hall

October 21, 2025

### 1. Minutes

- a. Approval of October 7, 2025, meeting minutes

### 2. Communication

- a. **EA-26-CHHS-03** NTR 5154 *Medical Nutrition Therapy*, Request to Add HyFlex Delivery Option
- b. **EA-26-CLAS-04** CHM 5420 *Modern Organic Chemistry*, Request to Add HyFlex Delivery Option
- c. **EA-26-CHHS-05** NTR 5151, *Nutrition and Dietetics in Public Health*, Request to Add hybrid delivery modality

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

- a. None

### 4. Items to be Acted Upon

- a. None

### 5. Items Pending

- a. None

### 6. Other

- a. Proposal for Establishing Criteria for Micro-Credentials and Stackable Certificates Discussion

### 7. Committee Reports

- a. Graduate Student Advisory Council (GSAC):
- b. Booth Collaborative Advisory Committee: See packet for report
- c. Textbook Rental Advisory:

### 8. Dean's Report

- a. Assessment for Fall 2025 is underway. Submitted reports have been dispersed to the Assessment Review Team (Dr. Alexis Jones, Dr. Wesley Allen)
- b. Graduate Fair, October 22, from 1:00 p.m. – 3:00 p.m. in the University Ballroom, MLK Union

## Council on Graduate Studies

### Minutes

October 7, 2025 – 2:00 p.m., Blair Hall 3108.

The meeting began at 2:00 p.m.

### Attendance

**Members Present:** Dr. Elizabeth Gill, Dr. Maranda Schaljo, Dr. Wesley Allan, Mr. Jeff Cranstoun, Dr. Alexis Jones, Dr. Chris Laingen, Mr. Eric Senyo

**Members Absent:** Mr. Toqeer Israr

**Guests Present:** None

**Staff Present:** Dean Angela Jacobs, Mr. Chris Dominguez, Ms. Melanee Bates, Ms. Myra Taylor

### I. Minutes

The minutes of the September 9, 2025 meeting were reviewed. Hearing no corrections, the minutes stand as written.

### II. Communications

**EA-26-CLAS-01 HIS/WGS 4845:** Women & Gender in Modern Europe Title Change Request

**EA-26-CLAS-02:** Renumber JOU 5001 Examination of Journalistic Media to JOU 5010

Motion to approve communication items made by Dr. Schaljo, seconded by Mr. Cranstoun. Motion carried by acclamation.

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

**26-02 Council on Graduate Studies Proposed By-Law Revision**

Motion suspend the by-laws to add and vote upon agenda item 26-02 made by Chair Gill, seconded by Dr. Jones. Motion carried (7-0-0).

Motion to approve 26-02 made by Dr. Allan, seconded by Dr. Schaljo. Motion carried (7-0-0).

### IV. Items to be Acted Upon

None.

## V. Items Pending

None.

## VI. Other

### **Multimodality Proposal Update:**

Chair Gill and Dean Jacobs shared updates regarding the approval of the Multimodality/HyFlex proposal. The Council on Academic Affairs (CAA) has proposed a by-law revision allowing undergraduate courses (with proposals less than ten years old) to be approved by executive action if changing delivery mode to HyFlex/multimodality. Once CAA votes on this change, CGS will need to determine how to approve graduate-level courses for HyFlex delivery.

### **Committee Reports:**

**Graduate Student Advisory Council (GSAC):** Ms. Taylor reported the first GSAC meeting was well attended, and the Executive Board was selected.

**Booth Collaborative Advisory Committee (BCAC):** Dean Jacobs reported Dr. Anna Kochigina (Communication Studies) agreed to serve. As Dr. Kochigina cannot attend the October 8, 2025 meeting, Ms. Taylor will attend instead.

**Textbook Rental Advisory Committee:** Dr. Maranda Schaljo agreed to serve as Textbook Rental Advisory Representative. Dr. Schaljo shared the committee meets October 8, 2025.

### **Dean's Report:**

Dean Jacobs announced Dr. Wesley Allan (College of Liberal Arts & Sciences) and Dr. Alexis Jones (College of Education) will serve as assessment coordinators for Fall 2025. She will seek representatives from Lumpkin College of Business and Technology and the College of Health and Human Services for the next cycle. Graduate assessment pages have been updated with instructions, forms, and past program reports.

Dr. Richard England (Pine Honors College) has arranged April 22, 2025, as Research Day at EIU. All classes will be canceled for students to share research projects. The Graduate School's Graduate Expo (Research & Creative Activity Fair and Awards Ceremony) will move to this date.

As part of Research Day, Dean Jacobs proposed hosting a 3-Minute Thesis Competition, where students present their thesis in three minutes, using one slide, in both comedic and educational style. Faculty assistance will be needed, and members were asked to share this with colleagues to gauge interest.

## VII. Adjournment

A motion to adjourn was made by Dr. Schaljo, seconded by Dr. Jones. Motion carried.

Meeting adjourned at 2:28 p.m.

### Summary of Motions and Outcomes

Item	Motion	Outcome
EA-26-CLAS-01 & EA-26-CLAS-02	Approve communications	Approved by acclamation
26-02	Add to agenda	Approved (7-0-0)
26-02	Approve by-law revision	Approved (7-0-0)
Adjournment	Adjourn meeting	Approved

DRAFT

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

**Date:** September 11, 2025

**To:** Council on Graduate Studies (CGS)

**From:** Dr. Jill Hutti, College of Health and Human Services Associate Dean

**Subject:** Executive Action requested from the Department of Public Health & Nutrition

**Effective Date:** Spring 2026

**Request:** Permit NTR 5154 to be taught in hyflex modality for SP26

**Rational for the Request:** Request permits course to be taught hyflex only for Spring 2026. Once CAA and CGS finalize full approval process, we will submit the course through that process. As per instructions from Dr. Beth Gill, chair of CGS on 9/10/25.

**Current Catalog Copy:**

NA

**Catalog Copy with Revisions:**

N/A



## MEMORANDUM

Michael W. Cornebise, Ph.D.  
Associate Dean

Phone: 217.581.2922  
Email: mwcornebise@eiu.edu

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To: Beth Gill, Chair, CGS  
Date: Oct 9, 2025  
RE: Executive Action taken by the CLAS Curriculum Committee

The following request was approved by executive action at the CLAS Curriculum Committee meeting on Oct 8, 2025. I ask that similar action be taken at the Council on Graduate Studies.

**Requested change:**

To allow CHM 5420 Modern Organic Chemistry to be taught as a hi-flex course for SP26.

**Rationale for change:**

The Chemistry and Biochemistry Department is reworking its MS program in order to allow non-thesis MS students to complete the degree remotely, and thus these core chemistry courses need to be able to be taught as online courses. Currently they are all only designated to be taught face-to-face; we would like to retain the ability to teach them this way, but also allow for teaching as online courses. The hi-flex modality would present an interesting way to accommodate both groups of students, and we would like to try this out with this course.

**Effective Year/Term:**

Spring 2026

**Current Course Description:**

**CHM 5420** - Modern Organic Chemistry

(3-0-3) The course introduces a collective view of both synthetic and physical topics in modern organic chemistry and related crossdisciplinary areas. An advanced study of chemical bonding and structure with emphasis on molecular orbital theory, conformational analysis, mechanisms, pericyclic reactions, enolate chemistry, and retrosynthetic/multistep synthesis. Prerequisites: CHM 2840 Organic Chemistry II lecture or equivalent. Course may not be repeated. Credits: 3

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

**Date:** September 11, 2025

**To:** Council on Graduate Studies (CGS)

**From:** Dr. Jill Hutti, College of Health and Human Services Associate Dean

**Subject:** Executive Action requested from the Department of Public Health & Nutrition

**Effective Date:** Spring 2026

**Request:** Add hybrid delivery modality for NTR 5151

**Rational for the Request:** This course is already approved for online delivery and for F2F. We did not realize it did not also have the hybrid delivery modality approved until we tried to schedule it as hybrid for Spring 2026.

**Current Catalog Copy:**

NTR 5151 - Nutrition and Dietetics in Public Health

(3-0-3) Using public health approaches to identify diet-related health problems among diverse population groups by identifying the social, cultural, economic, environmental, and institutional factors that contribute to the risk of undernutrition and over nutrition among populations.

Credits: 3

**Catalog Copy with Revisions:**

N/A



TO: Council on Graduate Studies

FROM: Angela S. Jacobs, Dean

RE: Proposal for Establishing Criteria for Micro-credentials and Stackable Certificates

DATE: October 17, 2025

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This proposal seeks the creation of micro-credentials and stackable certificate options in established degree programs.

**Rationale for Proposal:**

- Assist departments in creating innovative programming that can (1) meet current market demands, (2) capture those students who need more immediate pathways to career advancement and reskilling/upskilling in a shorter time frame, and (3) attract learners to EIU who may not otherwise be able to access full graduate degree programs.
- Add flexibility across graduate programs to create innovative and interdisciplinary degree options.
- Provide credentialing/alternative degree options for students who start a degree program but do not finish.
- Create unique pathways that make matriculation into master's programs easier.
- Provide opportunities for graduate leaders to share resources in an effort to grow their own programs.

**Micro-credentialing as a non-degree pathway:**

Micro-credentials are short groupings of courses that represent a focused skill set or area of knowledge.

Proposed Policies:

1. Micro-credentials must focus on sets of knowledge in a particular subject area.
2. A minimum of 9 hours must be completed to qualify for a micro-credential.
3. Degree programs must identify 9-hour bundles of courses that will qualify as a micro-credential.
4. A maximum of 3 hours of courses numbered 4750-4999 may be applied to a micro-credential.
5. Semester hours earned in independent study, research, and thesis may not be applied to a micro-credential.
6. All 9 hours must be taken in residence.



7. Students enrolling in a micro-credential option will be admitted as a non-degree seeking student.
8. The student must meet all admission requirements to the graduate school.
9. Students must successfully complete 100% of the courses required for the credential within 2 years.
10. Minimum GPA is 3.0
11. Upon completion of a micro credential, students will earn a digital badge.
12. With departmental approval, students can apply some or all of the semester hours of coursework earned from a micro-credential toward current or future graduate certificate and/or master's degree programs.

### **Micro-credential to Certificate Pathways**

A certificate program is a specified series of credit courses which define a set of learning objectives. A minimum of 18 semester hours is required for all certificate programs.

#### Proposed Policies:

1. Micro-credentials (minimum of 9 hours) can be combined to create certificate programs.
2. Combined micro-credential programs can be intradepartmental or interdisciplinary.
3. Creation of these combined certificate programs shall be faculty led and program driven.
4. Programs must clearly identify which micro-credentials will stack towards a full certificate program.
5. Certificate programs will follow already established requirements for Graduate Certificate Programs.
6. Students seeking to stack micro-credentials towards a certificate program must apply as a degree-seeking student prior to the completion of the identified certificate program.
7. Admission to and completion of a micro-credential does not constitute automatic admission to a certificate program.
8. Courses completed as part of a micro-credential that will be used toward any current or future certificate program must be used within the established six-year time limit.

### **Stackable Certificates as a Pathway to Full Degree Programs**

A stackable certificate is specifically designed to be part of a degree pathway, with credits that automatically apply toward a higher credential at the same institution.

#### Proposed Policies:

1. Certificates (minimum of 18 hours) may be stacked towards a master's degree program.
2. A minimum of 32 semester hours of study is required for the master's degree program where a stackable certificate is used.
3. Stackable certificates that lead to full degree pathways can be intradepartmental or interdisciplinary.
4. Programs must clearly identify the certificate program that may be stacked towards a full master's degree program.
5. Credits completed in the certificate program automatically apply towards the master's degree program.
6. Students may be offered direct admission from stackable certificate programs to master's programs if they meet specific requirements. Requirements for admission shall be program specific.
7. A capstone experience is required for master's degree programs created through the stackable certificate pathway.

8. The capstone experience may be counted as shared credit for interdisciplinary master's degree programs where stackable certificates are used.
9. Newly created master's degrees (or option areas in already established programs) should follow all other established requirements for Graduate Degree Programs at EIU.
10. Courses from the certificate program that will be used toward any current or future master's degree program must be completed within the established six-year time limit.

\*Incoming students who seek to pursue interdisciplinary stackable certificates that lead to a full master's degree program at the onset of enrollment are encouraged to consult with both graduate program directors to determine a plan of study.

## **Booth Collaborative Advisory Committee (BCAC) Report**

**Meeting Date:** October 8, 2025

The Booth Collaborative Advisory Committee met on October 8, 2025.

Topics discussed included:

### **1. EIU Comic Fest Success**

The event drew 1,301 attendees. Displays will remain in the library for several weeks. While the event was highly successful, the workload involved makes hosting it annually unrealistic. The committee will consider holding it again in two to three years.

### **2. Art Contest**

As part of its 75th anniversary celebration, the library is holding an art contest open to EIU students and recent graduates. The first-place winner will receive a \$1,000 prize and have their work permanently installed in Booth Library. Up to four honorable mentions will each receive \$100. Entries are submitted through Tarble's website:

<https://tarbleartscenter.slideroom.com/#/login/program/86486>

### **3. Annual Report**

The Annual Report brochure was shared. Unlike previous years, it provides a broader perspective of events at Booth. One example highlighted was that the laptop rental system logged 26,000 days of use over the past year.

### **4. CSI Workshops and Learning Labs**

CSI is offering training on apps and hardware related to digital scholarship and literacy. Sessions can be scheduled on demand, or faculty may request CSI staff presentations.

### **5. Charleston High School Partnership**

CSI will partner with instructors at Charleston High School to incorporate CSI resources into classroom curriculum. This is part of a broader effort to ensure local communities understand that Booth Library's resources are available to them as well.

### **6. Fall Book Sale**

The fall book sale netted \$1,300, which will support activities through the Friends of the Library fund.

### **7. FDIC Fellows**

Dr. Nora Heist and Dr. Misty Rhodes have been named FDIC Fellows. Each will receive a small budget to complete projects in conjunction with the FDIC.

### **8. HyFlex Training**

With the new HyFlex delivery option, FDIC will aim to offer training—similar to OCDI training—beginning in spring 2026. Additional trainings remain available in October through FDIC. The calendar can be found here: [https://www.eiu.edu/fdic/ists\\_training.php](https://www.eiu.edu/fdic/ists_training.php)

**9. AI Guest Speaker**

A guest speaker on AI had been scheduled for this month but had to reschedule. The presentation may be rebooked as part of Pedagogy Day in spring 2026.

**10. Pedagogy Day**

Scheduled for March 12, 2026, the focus will be on artificial intelligence, including its uses, benefits, and drawbacks.

**11. Understanding Today's Students**

FDIC is considering hosting a panel discussion on understanding the student perspective and strategies for creating a welcoming, supportive learning environment.

**12. Accessibility Deadline**

The federally mandated web accessibility deadline is April 26, 2026. By that date, all digital course materials must be accessible. FDIC will review course materials for compliance but will not create them. Faculty are strongly encouraged to submit their courses for review if they need assistance ensuring accessibility standards are met.