

# MEMO

TO: Dean Augustine and the Council on Graduate Studies

FROM: Lisa Moyer, Graduate Coordinator for the MS in FCS graduate program

RE: Proposed revision to the MS in FCS graduate program core requirements

DATE: March 5, 2013

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The MS in FCS graduate program is requesting to change the core coursework required for the degree. Currently, students have to take 9 hours of core coursework, which consists of FCS 5460 (Current Issues and Trends in FCS), FCS 5900 (Research Methods in FCS), and FCS 5901 (Statistics in FCS). The proposed changes would begin in the fall 2013 semester and would require students to take 12 core course hours – consisting of the same 9 hours as before, but adding FCS 5450: Supervision and Administration in FCS. The FCS 5450 course is currently offered as an elective, but was required as one of the choices for a core course before 2010. Before 2010, students were required to select 3 hours in FCS 5450 or FCS 5470 (Evaluation in FCS). In 2010, FCS 5901 (Statistics in FCS) was added to the required core coursework and at that time, FCS 5450 and FCS 5470 were eliminated as core courses. However, a large majority of the MS in FCS students are hired as supervisors or managers for non-profit agencies, government agencies, or other institutions after graduation. The FCS 5450 course prepares students for a career as a supervisor or manager and the FCS Graduate Faculty members feel that it should be added back to the core courses as a requirement.

The course description and objectives will remain the same and are listed below:

## **Course description**

This course will focus on the principles and techniques of administration and supervision in family and consumer sciences.

## **Course objectives**

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

1. Identify the basic nature of administration and supervision.
2. Define the role of the administrator/supervisor as a manager, including the functions and principles of management, management duties, and problem solving.
3. Review basic management theories.
4. Identify motivational factors and their influence upon behavior.
5. Identify principles of effective leadership.
6. Review the development of ethical concerns and the application in supervision.
7. Identify the attitudes and abilities needed for effective communication.
8. Identify barriers to interpersonal communication.

9. Identify the administrator's/supervisor's role in employee selection, orientation, training, and performance evaluation.
10. Identify basic principles of time management and dealing with stress.
11. Identify issues and concerns of supervisor's in today's work world.
12. Develop one's own philosophy of supervision.

At this time, I am asking for approval to add FCS 5450 as a required core course, bringing the total number of required core coursework hours to 12. I have added the current and proposed catalog copy below. Thank you in advance for your consideration of this request.

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Current catalog copy:

## 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](#)"). Each program is designed to meet individual student needs. Students may select an area of interest and develop a study plan in consultation with and approval of the assigned academic advisor and committee. Courses may be selected from such topics as human development and family life, consumer studies, textiles or foods and nutrition. Thirty semester hours with thesis or 32 semester hours without thesis are required.

## Graduate Assistantships

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Graduate Assistantships are offered each year in foods courses; the child development laboratories; Nutrition Education Resource and Referral; as the Financial Health Coordinator; in student organization management; overseeing the textile laboratory; through Child Care Resource and Referral; and in general support for the School of Family and Consumer Sciences. Brief position descriptions can be found at the following web site: <http://www.eiu.edu/~msfcs>. The weekly work obligation is 18-19 hours. Applications for graduate assistantships for the following academic year are due to the graduate coordinator in the School of Family and Consumer Sciences by February 15 or the following business day. Information on graduate assistantships may be obtained by contacting the Coordinator of Graduate Studies or Chair, Family and Consumer Sciences, 1030 Klehm Hall, EIU. The following link provides an assistantship application checklist: <http://www.eiu.edu/~msfcs>

## Core Requirements

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**Total. Credits: 9**

The following graduate level Family and Consumer Sciences courses are required:

- [FCS 5900 - Research Methods in Family and Consumer Sciences](#). Credits: 3
- [FCS 5901 - Statistical Analysis in Family and Consumer Sciences](#) Credits: 3
  - [FCS 5460 - Current Issues and Trends](#). Credits: 3

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## Core Requirements

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**Total. Credits: 9 12**

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- [FCS 5900 - Research Methods in Family and Consumer Sciences](#). Credits: 3
- [FCS 5901 - Statistical Analysis in Family and Consumer Sciences](#) Credits: 3
  - [FCS 5460 - Current Issues and Trends](#). Credits: 3
- [FCS 5450 – Supervision and Administration in Family and Consumer Sciences](#). Credits: 3

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Date approved by FCS Curriculum Committee:\_\_\_\_\_February 19, 2013\_\_\_\_\_

Date approved by LCBAS Curriculum Committee:\_\_\_\_\_March 4, 2013\_\_\_\_\_

Date approved by CGS:\_\_\_\_\_