

Council on Graduate Studies

Minutes

September 9, 2025 – 2:00 p.m., Blair Hall 3108.

The meeting began at 2:02 p.m.

Attendance

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

Members Absent: Dr. Toqueer Israr

Guests Present: Dr. Katie Shaw, Dr. Ashley Gard, Dr. Ed Treadwell, Mr. Jeff Cranstoun

Staff Present: Ms. Melanee Bates, Dr. Angela Jacobs, Ms. Myra Taylor

I. Minutes

The minutes of the April 29, 2025 meeting were reviewed. Finding no corrections, the minutes stand as written.

II. Communications

None.

III. Items to be Added to the Agenda

26-01 Request to Waive the CGS By-Laws to add Mr. Jeff Cranstoun as CGS member.

Motion to waive the by-laws to allow item 26-01 to be discussed and voted upon today was made by Dr. Gill, seconded by Dr. Allan. Motion carried (6-0-0).

Motion to waive the CGS by-laws requiring members to be regular graduate faculty to allow Mr. Jeff Cranstoun, Associate Graduate Faculty and Graduate Coordinator of Technology, to be a member.

Motion to approve 26-01 made by Dr. Jones, seconded by Dr. Schaljo. Motion carried (6-0-0). Mr. Cranstoun installed as member with full voting rights.

IV. Items to be Acted Upon

Motion to suspend the by-laws and take the agenda out of order to hear Item 4.d. (to accommodate Dr. Shaw's scheduling conflict) was made by Dr. Gill, seconded by Dr. Allan. Motion carried (7-0-0).

25-32 CHM 5101 Probes in Chemical Biology

Correction requested on Cover Sheet #17: "None" changed to "2."

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

25-33. CHM 5106 Endogenous and Xenobiotic Metabolism

Correction requested on Cover Sheet #17: "None" changed to "2."

Motion to approve with correction made by Dr. Jones, seconded by Dr. Allan. Motion carried (7-0-0).

25-42 CHE 5790 Crisis & Emergency Management in Higher Education (New Course)

Request from Dr. Polydore to table this item until a later date.

Motion to table made by Dr. Gill, seconded by Dr. Jones. Motion carried.

25-43 FMD 4858 Art & Fashion (New Course)

After discussion, the Council requested revisions to **Part 1, #1**, change “all” to include Art and FMD majors.

Motion to approve with noted revision made by Dr. Allan, seconded by Dr. Jones. Motion carried (7-0-0).

25-44 HyFlex Modality Offerings

The Council stipulates that graduate courses utilizing the HyFlex modality in Spring 2026 must first be accepted by CGS via executive action in Fall 2025. Such courses will be approved for HyFlex delivery in Spring 2026 only; continued use of the HyFlex modality for the course(s) beyond that term will require reapproval through the New/Revised Course Proposal Form.

Motion to approve with stipulation made by Dr. Laingen, seconded by Dr. Schaljo. Motion carried (6-1-0).

25-45 KSR 5270 Neuromuscular Exercise Physiology & Programming (Course Revision)

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

25-46 KSR 5211 Revenue in Sport (Course Revision)

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

V. Items Pending

None.

VI. Other

Graduate Assessment Program Review Process

Dean Jacobs recommended streamlining the process by moving to an odd/even year review cycle, consistent with the undergraduate assessment process. Programs that submitted reports in 2024–2025 would not need to resubmit in 2025–2026. A proposed list dividing graduate programs between odd and even years will be shared. Dean Jacobs further recommended forming a committee with one representative from each college to review submissions, with CUs attached and dispersed among committee participants, rather than one individual handling all reviews.

The Council agreed these recommendations would be beneficial and supported the change.

Dean Jacobs will put out a call for assessment review committee members.

VII. Committee Reports

Graduate Student Advisory Council (GSAC): First meeting scheduled for September 19, 2025, 11:00 a.m. at the Campus Pond Pavilion (Buzzard Hall if inclement weather).

Booth Collaborative Advisory Committee: A call for a CGS representative will be put out.

Textbook Rental Advisory Committee: Dr. Maranda Schaljo will serve as the CGS representative.

VIII. Dean’s Report

Graduate School Fall Summit: September 10, 2025, 3:30–5:00 p.m., 1895 Room, MLK Union.

Graduate Coordinator 101 will be held on September 24, 2025 from 12:00 p.m. – 1:00 p.m.

Student Research Day: April 22, 2026. No classes will be held on EIU’s campus so students and faculty may participate.

VIII. Dean’s Report Continued

Fall Enrollment Report: Dean Jacobs reported that Graduate School enrollment has decreased compared to Fall 2024. However, she noted that the Graduate School maintains a strong retention rate of 86 percent, based upon the State average for the 2022–2024 period.

Motion to adjourn made by Dr. Schaljo, seconded by Dr. Laingen. Hearing no objection, the meeting concluded at 3:12 p.m.

Summary of Motions and Outcomes

Item	Motion	Outcome
26-01	Waive by-laws to add to agenda	Approved (6-0-0)
26-01	Waive faculty requirement to add Mr. Cranstoun as CGS member	Approved (6-0-0)
Agenda	Suspend by-laws to hear Item 4.d. out of order	Approved (7-0-0)
25-32 CHM 5101	Approve with correction (#17 from 'None' to '2')	Approved (7-0-0)
25-33 CHM 5106	Approve with correction (#17 from 'None' to '2')	Approved (7-0-0)
25-42 CHE 5790	Table request	Tabled
25-43 FMD 4858	Approve with revisions to wording ('All' to 'Art')	Approved (7-0-0)
25-44 HyFlex	Approve with stipulation (Spring 2026 only)	Approved (6-1-0)
25-45 KSR 5270	Approve	Approved (7-0-0)
25-46 KSR 5211	Approve	Approved (7-0-0)