

## MEMORANDUM

**TO:** Council on Graduate Studies

**FROM:** Douglas J. Bower, Interim Dean  
College of Education and Professional Studies

**DATE:** September 25, 2017

**RE:** Executive Action Item

The following request was received from the Department of Early Childhood, Elementary, and Middle Level Education and the Department of Secondary Education and Foundations. I concur with the revision and ask that the change be made by executive action. The effective date should be Spring 2018.

**Requested Change:** To change the effective date of EDU 5100 – Defining and Creating Professional Learning Communities from Fall 2018 to Spring 2018. This new course was approved as CGS Agenda Item 17-42 on April 18, 2017.

**Rationale for Change:** We request this change because the Illinois Board of Higher Education has approved the M.S.Ed. in Curriculum and Instruction more quickly than we had hoped, and we will need to offer this course in the Spring 2018 semester.

cc: Dr. Lucas  
Dr. Okrasinski