

COUNCIL ON GRADUATE STUDIES

Meeting Agenda

April 15, 2025

1. Minutes

- a. Approval of the April 1, 2025, meeting minutes

2. Communication

- a. CHHS March 26, 2025 Curriculum Committee Minutes
- b. EA-CLAS-25-35 KSR 4902 (Revise Enrollment Restrictions)
- c. EA-CLAS-25-36 CHM 5210, CHM 5360, CHM 5420 (Add Asynchronous Option)
- d. EA-CLAS-25-37 MAT 5020 Remove restrictions on enrollment

3. Items to be Added to the Agenda*

- a. 25-29 CHM 5009 Safety and Ethics in Chemical Research (New Course)
- b. 25-30 CHM 5285 Bioanalytical Problem-Solving Laboratory (New Course)
- c. 25-31 CHM 5280 Bioanalytical Problem Solving (Course Revision)
- d. 25-36 Noble, Emma Associate Graduate Faculty Waiver Request
- e. 25-37 Grube, Josh Associate Graduate Faculty Waiver Request
- f. 25-38 Remove HIS 5990 Independent Study in MA (online) History for Teachers Program

4. Items to be Acted Upon

- a. None

5. Items Pending

- a. None

6. Other

- a. Reinstatement Policy

7. Committee Reports

- a. Graduate Student Advisory Council (GSAC)
- b. Booth Collaborative Advisory Committee
- c. Textbook Rental Advisory

8. Dean's Report

- a. None

* Note: Some agenda item numbers may appear non-sequential. Several submissions were assigned agenda numbers upon receipt; however, they were subsequently returned to the submitting department for minor revisions or clarifications. Unfortunately, a response to the revisions and/or clarifications was not received in time to include the items on the appropriate agenda.

Council on Graduate Studies Minutes April 1, 2025

The hybrid meeting of the Council on Graduate Studies was held March 11, 2025 in 3108 Blair Hall at 2:00 pm.

Members Present: Dr. Alexis Jones Dr. Elizabeth Gill, Dr. Nichole Hugo, Dr. Maranda Schaljo, Dr. Chris Laingen, Dr. Wesley Allan

Members Absent: Dr. Chandra Chahyadi, Ms. Ryleigh Poe

Staff Present: Dr. Robert Chesnut, Mrs. Lana Beasley, Ms. Myra Taylor

Guests Present: Dr. Margaret Floress, School Psychology; Dr. Mikki Biggs, Human Services

1. Motion made to suspend the by-laws to allow discussion and vote on agenda item **25-27 MS School Psychology Program Revision** to accommodate Dr. Margaret Floress' class schedule.

Motion to suspend the by-laws made by Dr. Gill, seconded by Dr. Laingen, carried by acclamation.

2. Minutes

The minutes of the March 11, 2025 meeting were reviewed. Hearing no changes or objections, the minutes stand as written.

3. Communication

- a. **EA-CHHS-25-30** Add KSR 4902 (Chronic Diseases/Conditions Effects on Exercise Testing & Prescription) as Elective in Aging Studies and Aging Studies Accelerated Program
- b. **EA-CHHS-25-31** Revise, Remove Restrictions, and/or Delete Several Human Services Courses
- c. **EA-CHHS-25-32** Remove all REC-Prefix Labeled Courses in Catalog
- d. **EA-CLAS-25-33** Change BIO/PHS 5400 to BIO/PHS 5405
- e. **EA-COE-25-34** Course Prefix/number correction in MAT Secondary (BIO/PHS 5400 to BIO/PHS 5405)
- f. **CLAS Curriculum Committee Minutes:** January 22, February 5, February 19, 2025

Motion to accept communication items, with EA-CHHS-25-30 pending following approval of agenda item 25-28, made by Dr. Gill, seconded by Dr. Schaljo. Motion carried by acclamation.

4. Items to be Added to the Agenda:

- a. None

5. Items to be Acted Upon

- a. **25-27** Remove PSY 5040 Psychotherapy and replace with PSY 5024 Academic Assessment & Intervention in School Psychology Program

Motion to approve agenda item 25-27 made by Dr. Laingen, seconded by Dr. Schaljo. Motion carried (6-0-0).

- a. **25-28 KSR 4902** Chronic Diseases/Conditions and Effects on Exercise Testing & Prescription (New Course)

Motion to approve agenda item 25-28 made Dr. Laingen, seconded by Dr. Gill. Motion carried (6-0-0).

- a. **25-35 HSL 4859** Administration & Leadership in Human Services (Course Revision)

Motion to approve agenda item 25-35 made Dr. Schaljo, seconded by Dr. Gill. Motion carried (6-0-0).

6. Items Pending: None

7. Other: None

8. Committee Reports

- a. **Graduate Student Advisory Council (GSAC):** No report.
- b. **Booth Collaborative Advisory Committee (BCAC):** No report submitted.
- c. **Textbook Rental Advisory:** Dr. Schaljo shared the Committee met March 25, 2025. The availability and consideration of electronic textbooks was evaluated with the group finding that eBooks would increase students' costs.

9. Dean's Report

- a. Dr. Chesnut shared new Graduate School Certification Officer, Melanee Bates would begin crosstraining in the graduate school on Monday, April 7.

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

* The agenda item numbering is not sequential as several items were submitted and assigned agenda item numbers (25-29 through 25-34). However, these submissions were returned for corrections, and the requested revisions were not received before the agenda deadline. When submitted, the corrected revisions will retain the numbers they were initially assigned.

COLLEGE OF HEALTH & HUMAN SERVICES
CURRICULUM COMMITTEE MINUTES
March 26, 2025

The March 26, 2025 meeting of the College of Health & Human Services Curriculum Committee began at 1:00 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	

Members Absent:

Major William Comstock, Military Science
Ms. Haley Hoagland (Student Representative)

Ex-Officio Members Present:

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

Guests: Dr. Angela Anthony (Communication Disorders & Sciences), Dr. Julie Dietz (Public Health & Nutrition), Dr. Aimee Janssen-Robinson (Public Health & Nutrition), Dr. Nichole Mulvey (Communication Disorders & Sciences), Ms. Emma Noble (Public Health & Nutrition), and Dr. Rebecca Throneburg (Communication Disorders & Sciences).

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

A list-minute document was submitted yesterday to the CHHS Curriculum Committee members. The document, a memorandum, contained proposed additions to the list of delivery modalities.

There had been confusion prior to the meeting today about whether the item would be an action item for the committee members to act upon. At the meeting today, Dr. Cameron clarified that the item wouldn't be acted upon as a proposal as it initially appeared. Instead, if agreed by the committee members, it could be treated as a discussion item.

Dr. Cameron sought a motion to add the item to today's meeting agenda as a discussion item.

Dr. Ruholl moved and Dr. Hillier seconded the motion to add the document as a discussion item to today's meeting agenda. The motion was approved by acclamation.

The item was discussed later in the meeting.

I. Approval of Minutes:

1. Minutes of the February 12, 2025, meeting.

Dr. Clapp moved and Dr. Ruholl seconded the motion to approve the minutes. The minutes of the February 12, 2025, meeting was approved as written by acclamation.

II. Items Acted Upon:

1. 25-23, Health Administration (Revised Major).

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

2. 25-24, Public Health: Community Health Option (Revised Option).

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

3. 25-25, Public Health: Emergency Management and Disaster Preparedness Option (Revised Option).

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

4. 25-26, Revisions to the CHHS Curriculum Committee Bylaws. (Revised Bylaws).

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

III. Discussion Item:

A copy of a memorandum that will be sent to the Council on Academic Affairs from several faculty members from the Communication Disorders & Sciences, Public Health & Nutrition, and School of Nursing departments.

The subject of the memorandum: "Proposal to add multi-modality delivery modes, including a single section "hy-flex" option and a "combined modality" option with face-to-face and online sections combined to a single multi-modality course for minimum enrollment purposes [as we currently do combining Z-sections with their parent courses, or with sections required to have different section numbers for student billing purposes (e.g., PUBH 3750.600 for PUBH students and PUBH 3750.620 for the RN to BSN program). This would require changes to the CAA course proposal form and directions on the CAA website."

The college curriculum committee members and guests discussed the item. Concerns were expressed, as well as comments were made about the benefit for creating the proposed definitions.

It was explained by some guests that getting the proposed definitions approved by the CAA (and then by the CGS) was necessary before anything else could happen. If the definitions were to be approved, then the next step would be for someone to hold discussions about to how to implement the hy-flex and combined modality options, identify needed technology, create instructions for faculty members, etc. Also, it was noted that a contractual discussion would be needed.

In addition, some guests made it clear that it would be up to each academic department and programs to determine whether courses, in these modalities, would be suitable and necessary for their units.

IV. Pending Items:

None.

V. Communications:

1. **2/19/25 email from Dr. Aimee Janssen-Robinson (CHHS representative on CAA) providing clarification of areas of confusion on the course proposal form.**

Dr. Cameron highlighted the items that were included in the email.

VI. Other:

None.

VII. 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 1:57 p.m.

The next meeting will be held at 1:00 p.m. on April 14, 2025. The meeting will be held in Room 1418, Klehm Hall, and electronically via Teams.

Respectfully submitted, Ms. Janet Fopay

Spring 2025 Meetings

1:00 p.m. @ 1418 Klehm Hall

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

MEMORANDUM

TO: Council on Academic Affairs
Council on Graduate Studies

FROM: Dr. John R. Storsved, Dean

SUBJECT: Executive Action

DATE: April 2, 2025

EFFECTIVE DATE: Fall 2025

REQUEST: Update number 15.a. on the KSR 4902 course proposal form to include the “MS in Exercise Physiology” in the list located there.

KSR 4902 Course Proposal:

15. Enrollment restrictions

- a. Degrees, colleges, majors, levels, classes which may take the course: Exercise Science, Exercise Science: Pre-Athletic Training Option, Exercise Science: Pre-Occupational Therapy Option and Exercise Science: Pre-Physical Therapy Option majors; Aging Studies Minor; M.S. in Aging Studies; MS in Exercise Physiology
- b. Degrees, colleges, majors, levels, classes which may not take the course: All others

Eastern Illinois University
Kinesiology, Sport, and Recreation Department

To: John Storsved, Dean, College of Health and Human Services
From: Mark Kattenbraker, Chair, Kinesiology, Sport, and Recreation
Date: April 2, 2025
Re: Executive Action Request
Effective Date: Fall 2025

Action requested:

For the recently approved course KSR 4902 (CAA and CGS approved):

Add “MS in Exercise Physiology” to item #15.a. Degrees, colleges, majors, levels, classes which may take the course, found on the course proposal.

Rationale

The accidental omission of MS in Exercise Physiology was noticed at CGS. That body recommended this executive action as a course action to make the change.



MEMORANDUM

Michael W. Cornebise, Ph.D.
Associate Dean

Phone: 217.581.2922
Email: mwcornebise@eiu.edu

To: Alexis Jones, Chair, CGS
Date: Apr 3, 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 Apr 2, 2025. I ask that similar action be taken at the Council on Graduate Studies.

Requested change: Change the offering options for the following graduate courses to include an online option.

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 asynchronous online courses.

Effective Year/Term: Fall 2025

Current Course Descriptions:

CHM 5210 - Bonding and Reactivity. (3-0-3) A study of theoretical descriptions of molecular bonding and dynamics combined with theoretical and experimental applications of these concepts to specific chemical systems. Prerequisites: CHM 3910 and CHM 3920 or equivalent. Course may not be repeated. Credits: 3

CHM 5360 - Supramolecular Chemistry and Nanotechnology. (3-0-3) Basic inorganic chemical principles related to non-covalent interactions (hydrogen bonds, π - π stacking, and C-H \cdots π interactions) will be outlined, as well as their use in the design of supramolecular systems, molecular devices and machines, and other nanoscale systems. Physical methods used to characterize these systems will also be presented. Prerequisites: CHM 2310 or equivalent and CHM 3910 or equivalent. Course may not be repeated. Credits: 3

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



MEMORANDUM

Michael W. Cornebise, Ph.D.
Associate Dean

Phone: 217.581.2922
Email: mwcornebise@eiu.edu

To: Alexis Jones, Chair, CGS
Date: Apr 3, 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 Apr 2, 2025. I ask that similar action be taken at the Council on Graduate Studies.

Requested Change: MAT 5020 should be open to any major.

Rationale for Change: MAT 5020 is an appropriate class for many majors and no longer needs to be restricted.

Effective Year/Term: Spring 2026

Proposed Course Description:

MAT 5020. Dynamical Systems and Fractal Geometry. (4-0-4) On Demand. A mathematical examination of the concepts of self-similarity, fractals, and chaos through looking at phase space, bifurcations, chaos, the butterfly effect, and strange attractors. **Prerequisites & Notes:** A grade of "C" or better in MAT 2442; MAT 2550 or MAT 4760. ~~This course is restricted to graduate students with the Mathematics Secondary Mathematics Education option.~~ Credits: 4

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:** CHM 5009
3. **Short title:** Safety and Ethics in Chemical Research
4. **Long title:** Safety and Ethics In Chemical Research
5. **Hours per week:** _2_ Class _0_ Lab _2_ Credit
6. **Terms:** ☐ Fall ☐ Spring ☒ Summer ☒ On demand
7. **Initial term:** ☐ Fall ☐ Spring ☒ Summer Year: 2026
8. **Catalog course description:** ☐ An advanced course for graduate research with an emphasis on laboratory safety and research ethics.

9. Course attributes:

General education component: ☐ N/A _____

☐ Cultural diversity ☐ 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: None

12. Equivalent course(s): N/A

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

13. Prerequisite(s): N/A

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): None

15. Enrollment restrictions

a. Degrees, colleges, majors, levels, classes which may take the course: Graduate students only

b. Degrees, colleges, majors, levels, classes which may not take the course: Chemistry MS thesis students

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: 2

18. Grading methods: ☒ Standard ☐ CR/NC ☐ Audit ☐ ABC/NC

19. Special grading provisions:

☐ 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 no additional costs, free software is available

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 ☐ MS Chemistry (non-thesis option) _____

☐ 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:

This course will be part of a new MS Chemistry degree online pathway. We cannot deliver the current CHM5002 (Introduction Graduate Chemical Research) to these students since it is delivered in face-to-face mode in conjunction with CHM3005 (Introduction to Undergraduate Chemical Research). Additionally CHM5002 makes use of software available only to on-campus students, and has an in-person laboratory inspection as a requirement.

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

Similarity to other courses: CHM 5002 (see above).

Prerequisites: N/A

Co-requisites: N/A

Enrollment restrictions: N/A

Writing active, intensive, centered: N/A

Capstone as Senior Seminar: N/A

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

General education component: N/A

Curriculum: N/A

Instruction: N/A

Assessment: N/A

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

Online or hybrid delivery justification: Online to facilitate students enrolled in new online degree program.

Instruction: Course will be instructed by members of the graduate faculty who are experts in chemical research and completed appropriate online instruction training. Instruction will be asynchronous with recorded videos providing supplementary information to the assigned reading. Quizzes, discussion board posts, case studies, and homework assignments will be used to assess achievement of the learning objectives.

Integrity: Academic Integrity Tools built into the course management system will be used on assignments when appropriate.

Interaction: Students will interact with the instructor during online office hours in addition to feedback on assignments and discussion board posts

Model Syllabus (Part II)

Please include the following information:

1. Course number and title: CHM5009, Safety and Ethics in Chemical Research

2. Catalog description: An advanced course for graduate research with an emphasis on laboratory safety and research ethics.
3. Learning objectives:
Students will
 - a. Recognize safety protocols needed to perform chemical research in a laboratory (Graduate Learning Goals 1, 5)
 - b. Identify hazards in the laboratory and perform a risk assessment as well as their mitigation (Graduate Learning Goals 1, 2, 3, 4).
 - c. Develop a strong professional responsibility and accountability of ethical standard in the research laboratory (Graduate Learning Goal 5).
4. Course materials: a) *Safety in Academic Chemistry Laboratory*, 8th edition by American Chemical Society Committee on Chemical Safety, Washington, D.C., 2017; Brennan, P.

b) *On Being a Scientist: Responsible Conduct in Research*, 3rd Ed. By Committee on Science, Engineering, and Public Policy of National Academy of Sciences, National Academies Press: Washington, DC, 2009
5. Weekly outline of content:

Week	Modules
1	a. Being safe in the laboratory b. Responsibility for safety in laboratory c. Guide to chemical hazardous
2	a. Laboratory techniques b. Safety equipment and emergency response
3	a. Responsible conduct of research b. Research misconduct c. Human participation and animal subjects in research
4	a. Data storage, sharing and allocation of credits b. Intellectual property

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

Assignments and Evaluations	Weight
Quizzes	30%
Discussion Board Posts and Participation	40%
Homework assignments	30%

7. Grading scale:

Percentage of Points	Grade
≥ 90.0%	A
80.0% - 89.9%	B
70.0% - 79.9%	C
60.0% - 69.9%	D

< 60.0%	F
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8. Include a table that correlates the course's learning objectives to the course's categories of assignments and evaluations. The learning objectives should be listed in the left column; the categories of assignments and evaluations (including grading weights) should be listed across the top row. An "X" should be placed in the appropriate cells to indicate which assignments and evaluations correspond to each learning objective.

Learning Goals	Quizzes (30%)	Discussion Board Posts and Participation (40%)	Homework assignment (30%)
a	X	X	X
b	X	X	X
c	X	X	X

Date approved by the department or school: 02/12/2025

Date approved by the college curriculum committee: 02/19/2025

Date approved by the Honors Council (*if this is an honors course*):

Date approved by CAA: 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:** CHM 5285
3. **Short title:** Bioanalytical Problem-Solving Laboratory
4. **Long title:** Bioanalytical Problem-Solving Laboratory
5. **Hours per week:** 1 Class 3 Lab 2 Credit
6. **Terms:** ☒ Fall ☐ Spring ☐ Summer ☐ On demand
7. **Initial term:** ☒ Fall ☐ Spring ☐ Summer Year: 2025
8. **Catalog course description:** Experimental design and practical applications of bioanalytical concepts to solve real-world biological problems as a team.
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:** None
12. **Equivalent course(s):** None
 - a. **Are students allowed to take equivalent course(s) for credit?** ☐ Yes ☒ No
13. **Prerequisite(s):** CHM 3780; CHM 3300 or 3450; and CHM 5280 (may be taken concurrently)
 - a. **Can prerequisite be taken concurrently?** ☒ Yes (for 5280) ☐ No (for 3780 and 3300/3450)

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

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

d. Who may waive prerequisite(s)?

 No one X Chair Instructor Advisor Other (specify)

14. Co-requisite(s): see above with respect to 5280

15. Enrollment restrictions

a. Degrees, colleges, majors, levels, classes which may take the course: Graduate

b. Degrees, colleges, majors, levels, classes which may not take the course: None

16. Repeat status: X 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: None

18. Grading methods: X Standard CR/NC Audit ABC/NC

19. Special grading provisions: N/A

 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

Course Fee No X Yes, Explain if yes to cover laboratory expenses (supplies, chemicals, etc).
Proposed fee of \$45.

21. Community college transfer: N/A

 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 Chemistry (Biochemistry option)

 Course is required for the minor(s) of

___ Course is required for the certificate program(s) of _____

___X___ Course is used as an elective (for MS in Chemistry other options)

2. **Rationale for proposal** : A stand-alone laboratory course covering bioanalytical concepts applied to solve real-world biochemical problems is required for MS in Chemistry and Biochemistry degrees to supplement the lecture Bioanalytical Problem Solving (CHM 5280) Course. This course is created as a separate laboratory course from previous offering of CHM 5180 (which was a combined lecture/lab course).

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

Similarity to other courses: CHM5180, but this course is being altered as well.

Prerequisites: As a graduate level course in biochemistry that employs analytical methods, courses in both biochemistry (3300/3450) and instrumental (3780) chemistry are needed to ensure student success.

Co-requisites: As labs build on material discussed in CHM 5180, lecture course is needed.

Enrollment restrictions: N/A

Writing active, intensive, centered: N/A

Capstone as Senior Seminar: N/A

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

General education component:

Curriculum:

Instruction:

Assessment:

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

Online or hybrid delivery justification:

Instruction:

Integrity:

Interaction:

Model Syllabus (Part II)

Please include the following information:

1. Course number and title: CHM 5285; Bioanalytical Problem-Solving Laboratory
2. Catalog description: Experimental design and practical applications of bioanalytical concepts to solve real-world biological problems as a team.
3. Learning objectives.
As a result of this course students will demonstrate:
 1. Advanced understanding of biochemical and analytical experimental design and quality control principles. (Graduate Learning Goal 1)

2. Advanced understanding of modern techniques and instrumentation as applied to biomolecular analysis. (Graduate Learning Goal 1, 2)
3. Successful application of principles of advanced analytical chemistry and biochemistry in solving inquiry-based problems in chemistry, biochemistry, and medical science. (Graduate Learning Goal 2, 4)
4. Critical analysis and incorporation of modern primary chemistry and biochemistry literature sources in development of experimental designs and methods to solve bioanalytical problems. (Graduate Learning Goal 2, 4, 5)
5. Effective participation in a team problem-solving environment (mimicking a common private sector scenario). (Graduate Learning Goal 3)
6. Effective use of writing to communicate approaches to analytical problem-solving. (Graduate Learning Goal 3, 5)

4. Course materials.

Published bioanalytical, analytical and biochemical literature

Biochemistry, 7th Edition, Garrett and Grisham, Thomson-Brooks/Cole, 2023

5. Weekly outline of content.

Week	Topic
Week 1	Lab Safety; Lab procedures
Week 2 - 3	Lab 1: Pipetman, Buffer, Spectrophotometry Lab report 1 due
Week 4-5	Lab 2: Utilizing Spectroscopic techniques for quantitative measurements Lab report 2 due
Week 6 - 7	Lab 3: Chromatography; Protein purification Lab report 3 due
Week 8-9	Lab 4: Fundamentals of Chromatography for quantitative measurements.
Week 10-13	Lab 5: HPLC and NMR based carbohydrate analysis
Week 13-15	Lab 6: Quantitative measurements with NMR/HPLC

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

Assignments and Evaluations	Weight
Section Quiz	20%
Exam	20%
Lab reports	60%

7. Grading scale.

Percentage of Points	Grade
≥ 90.0%	A
80.0% - 89.9%	B
70.0% - 79.9%	C
60.0% - 69.9%	D
< 60.0%	F

8. Correlation of learning objectives to assignments and evaluation.

Learning Goals	Quizzes (20%)	Exam (20%)	Lab Reports (60%)
1	X	X	X
2	X	X	X
3	X	X	X
4			X
5			X
6		X	X

Date approved by the department or school: 2/12/2025

Date approved by the college curriculum committee:

Date approved by the Honors Council (*if this is an honors course*):

Date approved by CAA: 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: ☐ CHM 5280 _____
3. Short title: ☐ Bioanalytical Problem Solving _____
4. Long title: ☐ Bioanalytical Problem Solving _____
5. Hours per week: ☐ 3 Class ☐ 0 Lab ☐ 3 Credit
6. Terms: ☒ Fall ☐ Spring ☐ Summer ☐ On demand (every other year)
7. Initial term: ☒ Fall ☐ Spring ☐ Summer Year: ☐ 2025 _____
8. Catalog course description: Theoretical basis and application principles of bioanalytical chemistry focusing on solving biological problems using analytical techniques.
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: ☐ Will replace existing CHM 5180 _____
12. Equivalent course(s): ☐ 5180 _____
 - a. Are students allowed to take equivalent course(s) for credit? ☒ Yes ☐ No
13. Prerequisite(s): ☐ (CHM 3780; CHM 3300 or 3450) or permission of the department chair _____
 - a. Can prerequisite be taken concurrently? ☐ Yes ☒ No
 - b. Minimum grade required for the prerequisite course(s)? ☐ C _____

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): ☐ None _____

15. Enrollment restrictions

a. Degrees, colleges, majors, levels, classes which may take the course: ☐ Graduate students _____

b. Degrees, colleges, majors, levels, classes which may not take the course: ☐ None _____

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: _____

18. Grading methods: ☒ Standard ☐ CR/NC ☐ Audit ☐ ABC/NC

19. Special grading provisions: N/A

☐ 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: None

Supplemental Materials or Software _____

Course Fee ☒ No ☐ Yes, Explain if yes _____

21. Community college transfer: N/A

☐ 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 ☐ MS in Chemistry _____

☐ Course is required for the minor(s) of _____

☐ Course is required for the certificate program(s) of _____

☒ Course is used as an elective (for Chem Dept Honors students)

2. Rationale for proposal : This course is part of our established MS in Chemistry graduate program that focuses on advanced knowledge of the subdisciplines of chemistry (for this course analytical chemistry and biochemistry). It is well suited for graduate students planning to pursue a Ph.D. or, in particular, those students seeking an advanced position in the private sector. This revised online offering broadens enrollment opportunities, to allow for a completely online pathway to completion for nonthesis students. This course is revised from CHM 5180, to separate the lecture and laboratory components as separate courses. The course number change is necessary to distinguish this as a core course (all start as 52XX) from the new 2-credit elective courses (all start as 51XX).

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

Similarity to other courses: See above regarding 5180.

Prerequisites: As a graduate level course in biochemistry that employs analytical methods, courses in both biochemistry (3300/3450) and instrumental (3780) chemistry are needed to ensure student success.

Co-requisites: N/A

Enrollment restrictions: N/A

Writing active, intensive, centered: N/A

Capstone as Senior Seminar: N/A

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

General education component:

Curriculum:

Instruction:

Assessment:

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

Online or hybrid delivery justification: Online to facilitate students enrolled in new online degree pathway. Exact modality (synchronous or asynchronous) to be determined by faculty desire as well as program need, with face-to-face only offered if numbers allow.

Instruction: Course will be instructed by members of the graduate faculty who are experts in biochemistry and completed appropriate online instruction training. Instruction will be asynchronous with recorded videos or synchronous lectures using video conferencing software providing supplementary information to the assigned reading. Section quizzes, a mid-term and final exam, discussion board posts, and a presentation.

Integrity: Academic Integrity Tools built into the course management system will be used on assignments when appropriate.

Interaction: Students will interact with the instructor during online office hours in addition to feedback on assignments and discussion board posts.

Model Syllabus (Part II)

Please include the following information:

1. Course number and title: CHM 5280; Bioanalytical Problem Solving
2. Catalog description: Theoretical basis and application principles of bioanalytical chemistry focusing on solving biological problems using analytical techniques.
3. Learning objectives.
As a result of this course students will demonstrate:
 1. Advanced understanding of basic and advanced theoretical concepts biochemical and analytical chemistry. (Graduate Learning Goal 1)
 2. Advanced understanding of the theoretical background of biochemical separations, biomolecular spectroscopy, mass spectrometry and electrochemistry as applied to biochemical systems. (Graduate Learning Goal 1)
 3. Ability to critically analyze principles of advanced analytical chemistry and biochemistry in solving inquiry-based problems in chemistry, biochemistry, and medical science. (Graduate Learning Goal 2, 4)
 4. Knowledge in incorporating modern primary chemistry and biochemistry literature sources in solving analytical problems. (Graduate Learning Goal 2, 3, 4, 5)
 5. Effective oral and visual communication of analytical problem-solving issues class peers, and course instructors (Graduate Learning Goal 3)
 6. Effective scientific communication approaches as applied to analytical problem-solving. (Graduate Learning Goal 3)
4. Course materials.
Biochemistry, 7th Edition, Garrett and Grisham, Thomson-Brooks/Cole, 2023 and a Student Solution Manual.
Tools and Trends in Bioanalytical Chemistry, Kubota, Lauro Tatuso, editor, Springer 2022.

5. Weekly outline of content.

Week	Topic
Week 1	Introduction to biomolecules
Week 2	Chemical measurement statistics and statistical analysis
Week 3	Experimental Design and Quality Control
Week 4 - 6	Analytical Principles of Spectroscopy and other analytical techniques Representative topics: Spectroscopic techniques, fluorescence spectroscopy, bio fluorophore chemistry, instrumentation and applications (Tags, RT-PCR, molecular imaging, genomics, proteomics, FRET). Week 4 - Exam I (Week 1-3 content)
Week 7-9	Separation Science topics as applied to biomolecules and biosystems.
Week 10-12	Week 10 - Exam II (Week 4-9 content) Chemical/Analytical Concepts of Electrochemistry; Electrochemistry as applied to biological systems Representative topics: Basics of electrochemistry (redox chemistry) Instrumentation and applications (amperometric, potentiometric and voltammetric methods). Detection

	of biomolecules to connect with the other topic: redox couples, electron transfer proteins, neurotransmitters, free radical chemistry
Week 13	Bioanalytical Applications of Mass spectrometry and Chromatography coupled mass spectrometry
Week 14-15	Student presentations

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

Assignments and Evaluations	Weight
Two term exams	20%
Comprehensive Final Exam	25%
Chapter/Section Quizzes	25%
Online Discussion Board	10%
Presentation	20%

7. Grading scale.

Percentage of Points	Grade
$\geq 90.0\%$	A
80.0% - 89.9%	B
70.0% - 79.9%	C
60.0% - 69.9%	D
$< 60.0\%$	F

8. Correlation of learning objectives to assignments and evaluation.

Learning Goals	Exams (20%)	Final Exam (25%)	Quizzes (25%)	Online Discussion Board (10%)	Presentation (20%)
1	X	X	X	X	X
2	X	X	X	X	X
3	X	X	X	X	X
4	X	X	X	X	X
5				X	X
6				X	X

Date approved by the department or school: 2/12/2025

Date approved by the college curriculum committee:

Date approved by the Honors Council (*if this is an honors course*):

Date approved by CAA:

CGS:

To: Dr. Bob Chesnut
Interim Dean, Graduate School

From: Dr. Angela Jacobs, Graduate Coordinator
School of Communication and Journalism
Division of Communication Studies

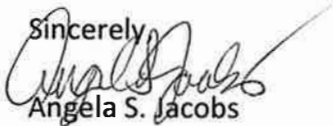
Date: March 4, 2025

Subject: Waiver request for Emma Noble

I would like to request that the limitations on associate graduate faculty to serve on thesis be waived for Emma Noble. Emma has held an associate graduate faculty status with the School of Communication and Journalism over the last year. She remains a valuable asset to the Division of Communication Studies as she continues to serve on student thesis committees that focus on health communication and public health.

Emma previously served as the Assistant Director for Health Education and Promotion at Eastern Illinois University. She is now an adjunct instructor within the Department of Public Health and Nutrition. Emma has an abundance of experience with health-related programming and would be a critical addition to our students' research interests.

Sincerely,



Angela S. Jacobs

Graduate Coordinator
School of Communication and Journalism
asjacobs@eiu.edu

GRADUATE FACULTY NOMINATION FORM

Please complete and submit the following, making sure to acquire all applicable signatures.



1. Nomination Type:

- ☐ Regular Graduate Faculty
☒ Associate Graduate Faculty
☐ Adjunct Graduate Faculty

2. Associate and Adjunct Graduate Faculty may be appointed for one (1) to (3) years. (Regular Graduate Faculty are appointed for five (5) year terms.) Please select the requested appointment length for the Associate or Adjunct nominee below.

- ☐ One (1) Year
☐ Two (2) Years
☒ Three (3) Years

3. Name of Nominee:

Emma Noble

4. Nominee's ENumber:

E 12471251

5. Nominee's Preferred Email Address:

eanoble@eiu.edu

6. Department/School:

School of Communication and Journalism

7. Nominee's Current Faculty Rank:

- ☐ Not Applicable
☐ Adjunct
☒ Instructor
☐ Assistant Professor
☐ Associate Professor
☐ Professor

8. Highest Degree Earned by Nominee:

M.A. in Communication Studies

9. Degree Granting Institution, Year Received (Ex. Eastern Illinois University, 2022):

Eastern Illinois University, 2018

10. Nominee's Field of Specialization:

Communication Studies

**11. If applicable, list graduate courses taught by the candidate during the last three (3) years
(Prefix & Course Number):**

NTR5155

12. FOR ASSOCIATE AND ADJUNCT GRADUATE FACULTY NOMINEES ONLY:

Provide evidence of other education, professional activity, and specialization in teaching areas within the last three years (workshops, research, service, creative activity, etc.) in Vita format and submit with nomination.

13. FOR REGULAR GRADUATE FACULTY NOMINEES ONLY:

If nominee will be teaching in a discipline which differs from their highest earned degree, provide evidence of relevant professional activities and teaching specializations from the past three years (e.g., workshops, research, service, creative activities) in Vita format with nomination.

14. If Tested Experience is required, please complete the Tested Experience Exception Rubric and submit with the nomination form.

Approved by:

 3-4-25
Graduate Coordinator or Chair of Program Graduate Committee Date

 3/5/25
Department Chair Date

 7-11-25
Academic College Dean Date

 3-11-25
Graduate School Dean Date

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TESTED EXPERIENCE EXCEPTION RUBRIC

For use with Adjunct Graduate Faculty nomination.


In lieu of the Terminal Degree Criteria, tested experience may be utilized. Tested experience should be coupled with advanced experience in the profession, specialized licensure, clinical training, and/or considerable post-graduate work beyond the master's degree to the greatest extent possible. (IGP #47)

Please review the Tested Experience Exception minimum requirements in the following table.
For each requirement, please select Y if the requirement is met, N if the requirement is not met.

TESTED EXPERIENCE EXCEPTION MINIMUM REQUIREMENTS	
The nominee:	Y N
Has at least five (5) years of experience in the profession or current employment in the field.	<input checked="" type="radio"/> <input type="radio"/>
Holds appropriate professional certifications and licenses (as appropriate to the field and if applicable).	<input type="radio"/> <input type="radio"/>
Holds a baccalaureate degree (BA, BFA, BS, etc.) to teach undergraduate students; or, a graduate degree (MA, MS, MEd, EdS, etc.) with additional coursework in the field or discipline of instruction.	<input checked="" type="radio"/> <input type="radio"/>
If candidate does not meet the minimum requirements for the Tested Experience Exception, use the space below to explain why they should still be considered for an adjunct instructor position. Emma Noble has extensive knowledge and experience in health communication and public health. She was responsible for the planning and delivery of evidence-based and evidence-informed health promotion programs and services at EIU. She is currently an instructor of Public Health at EIU. Her qualifications directly align with our graduate students' thesis goals.	

Approved by:

Any exceptions to the Tested Experience Exception must have approval of the Vice President for Academic Affairs (VPAA). If Tested Experience Exception requirements are met, VPAA approval is not needed.



Graduate Coordinator or Chair of Department's Graduate Committee

Date

 3/5/25

Department Chair

Date

 7 March '25

Academic Dean

Date

ONLY IF REQUIRED

Vice President of Academic Affairs

Date

Throughout my academic career, I have been deeply committed to health communication and its role in shaping public understanding and decision-making. My passion for this field led me to higher education, where I have had the privilege of teaching Public Health courses that emphasize health literacy, communication strategies, and overall well-being. I find great fulfillment in mentoring students, guiding them as they navigate their own healthcare decisions, and fostering their confidence in making informed health choices.

My previous experience serving on thesis committees and overseeing capstone projects has allowed me to support graduate students in applying health communication principles to real-world challenges. These projects not only advance academic scholarship but also create tangible resources that contribute to the field. Teaching Public Health courses has further reinforced my belief in the importance of effective communication in health-related fields.

Many of the topics I cover—such as health literacy, behavior change, and public messaging—align directly with the work being done in health communication. I guide them in developing the skills necessary to translate complex health information into accessible, meaningful messages that can improve health outcomes.

I would be honored to continue serving as a graduate faculty member in the School of Communication and Journalism. My background in Public Health and health education uniquely positions me to support students in bridging academic research with practical application. I look forward to further contributing to the program through mentorship, collaboration, and scholarship.

Emma Noble, M.A.
eanoble@eiu.edu
EIU Instructor
Public Health and Nutrition

Emma Ann Noble

919 C Street APT A Charleston, IL • 61920 • 217.294.0422 • emma_welton@yahoo.com

EDUCATION

Eastern Illinois University, Charleston, IL
Masters of Arts in Communication Studies, **December 2018**
Cumulative GPA: 4.00/4.00

Eastern Illinois University, Charleston, IL
Bachelor of Arts in Communication Studies, **December 2016**
Cumulative GPA: 3.42/4.00

Lake Land College, Mattoon, IL
August 2012 - May 2014
Cumulative GPA: 3.69/4.0

TEACHING EXPERIENCE:

Department of Public Health and Nutrition – Eastern Illinois University, Charleston, IL.
Unit B Faculty, August 2023 – Present
Adjunct Instructor, January 2022 – August 2023

Course Title	Face to Face or Hybrid	Online	Total
PUBH 2000: Principles of Human Health	2	1	3
PUBH 2200: Health Citizenship	5	2	7
PUBH 2500: Motivational Interviewing		1	1
PUBH 2270: Community and Public Health		1	1
PUBH 2700: Foundations in Health Literacy	1		1
PUBH 2900: Human Diseases		1	0
PUBH 3200: School Health for K-12 Teachers		3	3
PUBH 3500: Human Sexuality	1	3	4
PUBH 4644: Honors Thesis/Capstone Project			2
NTR 5155: Nutrition Education, Behavior, and Communication	1		1

WORK EXPERIENCE:

Assistant Director for Health Education and Promotion
Eastern Illinois University
Charleston, IL **July 2019 – June 2023**

- Awarded Presidential Distinguished Service Award, October 2021 for extraordinary service to the university
- Responsible for the develop and execution of an institutional wide, comprehensive health promotion program
- Planning and delivery of theory based, evidence based, and evidence informed health promotions programs, services, and policies targeting individuals, groups, communities and the campus/community environment
- Hired, Trained and Supervised up to 12 Graduate Assistants and 7 Student employees per academic year.
- Coordinate and Oversee EIU's Covid-19 testing program
- Implemented Shield COVID-19 testing on campus in January 2021, The first regular surveillance testing on Campus post pandemic
- Operates Shield COVID-19 Testing site, responsible for testing up to 1200 people per week
- Organized Campus and Community COVID-19 testing sites with IDPH, which served up to 1000 people per event
- Organized Campus and Community wide COVID-19 Vaccine clinics with IDPH, which served up to 125 people per event
- Manage Campus wide COVID-19 testing compliance upon Campus reopening in August 2020
- Composed all mass communications for campus community in relation to COVID-19 testing, masking, and vaccine requirements
- Trained staff at Lakeland College so they could implement their own Shield COVID-19 Surveillance testing on their campus

- Responsible for monitoring Shield testing Emails and Phone lines to answer Campus community members questions regarding COVID-19 testing and vaccines
- Collaborate with key stakeholders to address campus health and wellness issues (i.e., Everfi Educational Programs, Campus Influenza Immunization Project, Health Fair)
- Lead and supervise campus/community health organizing efforts (i.e., alcohol and other drug coalition, tobacco coalition); actively participate in similar efforts led by other departments
- Provide budgetary oversight for health promotion/health education and prevention efforts, including budget allocation, travel, staffing, etc.
- Provided departmental leadership and assistance in the seeking, planning, preparing and submission of grant applications; Provides departmental leadership and assistance in the implementation and monitoring of funded grant proposals
- Monitor, maintain, and report the University's compliance to the Federal Safe and Drug Free Schools mandate; Assist with monitoring, maintaining, and reporting compliance with other Federal and State mandates (e.g. VAWA, Sexual Violence)
- Coordinate the promotional and marketing efforts of the Health and Counseling Services; including print media, on-line media, social media, social networking efforts, etc.
- Applied for and awarded Redden Grant in the Fall 2021 Semester

Assistant Director, Illinois Higher Education Center for Alcohol, Other Drug and Violence Prevention

Eastern Illinois University

Charleston, IL **August 2018 – July 2019**

- Manage a federally funded grant budget of \$180,000 directed toward alcohol, other drug and violence prevention among higher education in Illinois
- Trained and supervise two graduate assistants focused on marketing and programming
- Serve as primary contact and executor of daily operations, such as affiliate meeting planning and implementation, training and webinar planning, and networking with Illinois higher education institutions to provide technical assistance for alcohol and other drug prevention
- Ensure compliance with all grant agreements with the Illinois Department of Human Services
- Network and collaborate with experts in the field, Illinois campus professionals, and state of Illinois officials regarding grant activities and substance abuse prevention
- Member of the Staff Morale Committee at EIU Health and Counseling Services
- Member of the Alcohol and Other Drug Coalition at EIU

Graduate Assistant, Health and Counseling Services: Health Education Resource Center

Charleston, IL

Health Promotion Coordinator, **July 2017 – April 2018**

- Coordinated, implemented, and delivered group-based programming on a variety of health-related topics (alcohol, sleep, sexual health, stress etc.)
- Delivered assessment and evaluation activities for administered programs and services
- Served as an information resource to students and the community concerning health related topics
- Supervised an intern for a semester and assisted them in educating on health-related topics through tabling, presentations, and various tasks
- Assisted in education students about sexual health and promoted the importance of STI/HIV testing
- Co-facilitated alcohol and marijuana sessions using evidence-based curriculum designed to help students who have committed a marijuana or alcohol related violation
- Assisted with maintenance of automated external defibrillator (AED) devices on campus
- Member of the Gender and Sexual Diversity Committee at EIU
- Member of the Health and Wellness Committee at EIU
- Member of the Alcohol and Other Drug Coalition at EIU

PRESENTATION EXPERIENCE:

- "Student-Led Covid Education Plan," *Illinois Association for Health, Physical Education, Recreation, & Dance*. Tinley Park, IL, December 2021.
- "Student Mentor Poster Session: The Covid-19 Education Project in a Higher Education Setting," *Illinois Association for Health, Physical Education, Recreation, & Dance*. Tinley Park, IL, December 2021. (Mentor).
- *EIU StepsUp! Bystander Intervention Training*

HONORS STUDENT ADVISORY:

- Kinsey Romack, Public Health and Nutrition, Spring 2022
 - *Resident Assistant's Sexual Health Toolkit*

- Haley Hoagland, Public Health and Nutrition, Fall 2023
 - *Resiliency Resources for Firefighters*

FUNDED GRANTS AND PROJECTS:

- Project Manager (2021 – 2022)
 - “COVID Education Intern Project”, Redden Grant. \$550.
- Principle Investigator: FDIC Partnership Grant, Fall 2023
 - Mental Health and Wellness Initiatives for EIU Faculty and Staff, FDIC. \$1,000
- Project Collaborator: FDIC Partnership Grant, Fall 2023
 - Bystander Intervention, FDIC. \$1000

CERTIFICATIONS:

- Mental Health First Aid Instructor, July 2023
 - Certified to facilitate in-person, blended, and virtual training

AWARDS AND HONORS:

- Awarded Presidential Distinguished Service Award, October 2021 for extraordinary service to the university
- Eta Sigma Gamma Honor Award, May 2022

To: Dr. Bob Chesnut
Interim Dean, Graduate School

From: Dr. Angela Jacobs, Graduate Coordinator
School of Communication and Journalism
Division of Communication Studies

Date: March 4, 2025

Subject: Associate Graduate Faculty Status/Waiver request for Josh Grube

I am requesting that Josh Grube's associate graduate faculty status be renewed for an additional three-year period. Josh has extensive work experience in the field of mass communication and is well suited to teach our 5000-level courses. Josh is one of only a few faculty members in the School of Communication and Journalism with a background in Media and Critical Studies who can teach our CMN5610 Media Criticism, CMN5160 Seminar in Mass Media, and CMN5650 Digital Media courses.

I am also requesting that the limitations on associate graduate faculty to serve on thesis committees be waived for Josh Grube. We would like him to serve as a committee member for three different graduate students whose thesis research investigates issues related to mass media. Josh's abundant knowledge and experience with digital media would be a critical addition to these students' thesis committees.

Sincerely,

A handwritten signature in black ink, appearing to read "Angela S. Jacobs", with a stylized, flowing script.

Angela S. Jacobs
Graduate Coordinator
School of Communication and Journalism
asjacobs5@eiu.edu

GRADUATE FACULTY NOMINATION FORM

Please complete and submit the following, making sure to acquire all applicable signatures.



1. Nomination Type:

- ☐ Regular Graduate Faculty
☒ Associate Graduate Faculty
☐ Adjunct Graduate Faculty

2. Associate and Adjunct Graduate Faculty may be appointed for one (1) to (3) years. (Regular Graduate Faculty are appointed for five (5) year terms.) Please select the requested appointment length for the Associate or Adjunct nominee below.

- ☐ One (1) Year
☐ Two (2) Years
☒ Three (3) Years

3. Name of Nominee:

Josh Grube

4. Nominee's ENumber:

E 124 06081

5. Nominee's Preferred Email Address:

jsgrube@eiu.edu

6. Department/School:

School of Communication and Journalism

7. Nominee's Current Faculty Rank:

- ☐ Not Applicable
☐ Adjunct
☒ Instructor
☐ Assistant Professor
☐ Associate Professor
☐ Professor

8. Highest Degree Earned by Nominee:

M.A. In Communication Studies

9. Degree Granting Institution, Year Received (Ex. Eastern Illinois University, 2022):

Eastern Illinois University, 2022

10. Nominee's Field of Specialization:

Communication Studies: Media and Critical Studies

**11. If applicable, list graduate courses taught by the candidate during the last three (3) years
(Prefix & Course Number):**

CMN5160

CMN5650

12. FOR ASSOCIATE AND ADJUNCT GRADUATE FACULTY NOMINEES ONLY:

Provide evidence of other education, professional activity, and specialization in teaching areas within the last three years (workshops, research, service, creative activity, etc.) in Vita format and submit with nomination.

13. FOR REGULAR GRADUATE FACULTY NOMINEES ONLY:

If nominee will be teaching in a discipline which differs from their highest earned degree, provide evidence of relevant professional activities and teaching specializations from the past three years (e.g., workshops, research, service, creative activities) in Vita format with nomination.

14. If Tested Experience is required, please complete the Tested Experience Exception Rubric and submit with the nomination form.

Approved by:

 3/4/25
Graduate Coordinator or Chair of Program Graduate Committee Date

 3/3/25
Department Chair Date

 4 March 25
Academic College Dean Date

 3-11-25
Graduate School Dean Date

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TESTED EXPERIENCE EXCEPTION RUBRIC

For use with Adjunct Graduate Faculty nomination.

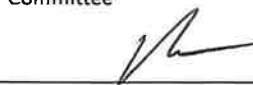


In lieu of the Terminal Degree Criteria, tested experience may be utilized. Tested experience should be coupled with advanced experience in the profession, specialized licensure, clinical training, and/or considerable post-graduate work beyond the master's degree to the greatest extent possible. (IGP #47)

Please review the Tested Experience Exception minimum requirements in the following table. For each requirement, please select Y if the requirement is met, N if the requirement is not met.

TESTED EXPERIENCE EXCEPTION MINIMUM REQUIREMENTS	
The nominee:	Y N
Has at least five (5) years of experience in the profession or current employment in the field.	<input checked="" type="radio"/> <input type="radio"/>
Holds appropriate professional certifications and licenses (as appropriate to the field and if applicable).	<input type="radio"/> <input type="radio"/>
Holds a baccalaureate degree (BA, BFA, BS, etc.) to teach undergraduate students; or, a graduate degree (MA, MS, MEd, EdS, etc.) with additional coursework in the field or discipline of instruction.	<input checked="" type="radio"/> <input type="radio"/>
If candidate does not meet the minimum requirements for the Tested Experience Exception, use the space below to explain why they should still be considered for an adjunct instructor position.	
There are no certifications or licensing requirements to teach in the field of Communication Studies. Josh does, however, have extensive work experience (9+ years) working in the mass communication industry. He has also taught (either as the instructor of record or as a graduate teaching assistant) several courses in the area of Communication Studies and Mass Communication.	

Approved by:

Any exceptions to the Tested Experience Exception must have approval of the Vice President for Academic Affairs (VPAA). If Tested Experience Exception requirements are met, VPAA approval is not needed.

 Graduate Coordinator or Chair of Department's Graduate Committee	 Department Chair
 Academic Dean	 Vice President of Academic Affairs
 Date	 Date
	 Date

ONLY IF REQUIRED

Date

GRADUATE FACULTY LETTER
FOR RENEWAL

I would like to maintain my role as an Associate Graduate Faculty Member. As an Instructor in the School of Communication and Journalism, I have successfully served graduate students in meeting their degree requirements both inside and outside of the class context. Since being awarded graduate faculty status in Fall 2022, I have instructed three sections of our online graduate course CMN 5650: Digital Communication and one section of our online graduate course CMN 5160: Seminar in Mass Media. Additionally, I have served on Cole Belcher's graduate thesis committee (graduated Spring 2023) and am currently serving on Brooke Wilson's graduate thesis committee (expected graduation Spring 2025). As an educator, being able to explore mass communication with students at a deeper theoretical level has been a rewarding experience.

I plan to continue serving our Communication Studies graduate students next academic year. I am currently scheduled to teach CMN 5160: Digital Communication online in the fall. Additionally, I have been asked by three graduate students (Eric Senyo, Maya Kurth, and Jenna Strauss) to serve on their thesis committees beginning next fall. This is largely due to my expertise in media studies being relevant to their research projects. I am excited for the opportunity to continue serving our students as an Associate Graduate Faculty Member.

Josh Grube

Instructor, School of Communication and Journalism

3/3/2025

Josh Grube

Instructor | EIU School of Communication and Journalism
jsgrube@eiu.edu | Charleston, IL

Education

M.A. Media and Critical Studies with Communication Pedagogy Option | Eastern Illinois University
May 2022 | Charleston, IL | GPA: 4.0

Thesis: "Q/A: A Semiotic Deconstruction of Narrative Transportation on Episodic Television"
(Advisor: Dr. S.M. Walus)

Awards:

- Distinguished Graduate Student Award (2022)
- Williams Travel Grant (2022)

Relevant Courses:

- CMN 5240: Communication Pedagogy
- CMN 5020: Communication Theory
- CMN 5610: Media Criticism
- CMN 5160: Seminar in Mass Media
- CMN 5030: Critical Inquiry
- CMN 5550: Feminist and Queer Rhetorics
- CMN 5040: Communication Research Methods
- CMN 5700: Public Relations
- CMN 5170: Seminar in Organizational Communication

B.A. Communication Studies | Eastern Illinois University

December 2013 | Charleston, IL | Summa cum laude - GPA: 4.0 | Departmental Honors

Honors Thesis: "Battle of the Brands: Producing Medium-Specific Video Promotion of Music Commodity Signs for the New Media Epoch" (Advisor: Dr. S.M. Walus)

Notable Coursework: Mini-documentaries on Eastern Illinois University's unofficial mascot Napoleon; Champaign, Illinois noncommercial radio station WPCD; Champaign, Illinois band That's No Moon; and Champaign, Illinois record label Skeletal Lightning; Public service announcement on noncommercial radio broadcasting

Registered Student Organization: Alternative Television and Film Club

Awards:

- Multimedia Contest (2013): First Place in Video TV Ad/PSA Division
- Multimedia Contest (2013): Third Place in Video Creative Division
- Multimedia Contest (2013): Third Place in Video Documentary Division

Certificate: Adult Mental Health First Aid from National Council for Mental Wellbeing
February 2025

Teaching Experience

Instructor | Eastern Illinois University | School of Communication and Journalism
August 2022 – Present | Charleston, IL

Teaching in-person and online asynchronous courses.

Courses Taught:

- CMN 5160: Seminar in Mass Media

- CMN 5650: Digital Communication
- CMN 2520: Intro to Mass Communication
- CMN 2500: Production I
- CMN 3000: Communication Research Methods
- CMN 2040: Argumentation and Critical Thinking
- CMN 1390: Introduction to Speech Communication, Honors

Additional duties:

- Thesis Chair for undergraduate honors independent study.
- Thesis Committee Member for multiple graduate thesis committees.
- Faculty Advisor for Registered Student Organizations.
 - K-Pop Club
 - Film Club

Moviemaking Merit Badge Counselor | Scouting America (formerly Boy Scouts of America)
 2023 - present | Charleston, IL

I volunteer as a Moviemaking Merit Badge Counselor for EIU's annual STEM on CAMPus event, organized by Scouting America's Greater St. Louis Area Council. In this course, I educate scouts on basic video production principles and facilitate their application in creating a short film.

Graduate Teaching Assistant | Eastern Illinois University
 August 2020 – May 2022 | Charleston, IL

FA20-SP22: Independent Instructor for CMN 1310G: Introduction to Speech Communication
 Basic communication course required for all Eastern Illinois University students educating on fundamental principles of oral communication, focused on developing speaking, listening, and critical thinking skills. I ensured students could effectively and ethically present their perspectives while meeting the Illinois Articulation Initiative objectives.

SP21: Teaching Assistant for CMN 4370: Small Group Communication and CMN 3650: Case Studies in Organizational Communication | Instructor: Dr. Chigozirim Utah Sodeke
 I provided constructive and actionable feedback in my evaluation of coursework to help educate students core organizational communication concepts. I assisted the CMN 3650 lecture on "organizational expectation vs. reality" by providing a critical perspective on organizational communication as a guest speaker.

Practicum | Eastern Illinois University (FA21-SP22) | Instructor: Dr. Marita Gronnvoll

I assisted in the development and instruction of EIU 4116G: Conspiracy Theories in the U.S., a senior seminar examining conspiracy theories in contemporary U.S. culture. This course is designed to fulfill the university's five Undergraduate Learning Goals (Critical thinking, writing and critical reading, speaking and listening, quantitative reasoning, and responsible citizenship) through analyzing and discussing rhetorical practices utilized by conspiracy theorists and evaluating source credibility.

FA21: Developing EIU 4116G

I worked alongside the instructor to develop the syllabus, required readings, important topics, lesson plans, and course content to help students achieve course objectives of critical thinking, media literacy, and responsible citizenship.

SP 22: Teaching Assistant for EIU 4116

I independently prepared and instructed lessons for the course and evaluated students based on course objectives of critical thinking, media literacy, and responsible citizenship.

Guest Lecturer for BRCO370: Broadcast Journalism | Gonzaga University (2020-2022) | Instructor: Dr. David Gracon

I met virtually with a synchronous undergraduate broadcast journalism class to provide insights and advice regarding the field of television news, drawing from my career experience and industry knowledge.

Research

Walus, S.M., & Grube, J. (2022). "The Medium is the Message": Especially When Breaking Up With Someone. G.I.F.T. for 2022 Central States Communication Association conference in Madison, WI. **Top Paper Panel.**

Related Work Experience

Newscast Director | FOX23 News | Cox Media Group, Inc.
July 2017 – August 2020 | Tulsa, OK

FOX23 News KOKI is a Fox affiliate serving northeast Oklahoma in the Tulsa area. I directed and technical directed the production of live newscasts, special programming, promotional commercials, and prerecorded special programming. I worked alongside producers and oversaw the crew and all aspects of production of the evening news. I additionally operated Chyron graphics, audio, camera, & teleprompter. I trained the production team on operating various technical positions and on the best practices of producing television content.

Notable broadcasts and projects:

- **Presidential Rally Coverage (2020):** Special programming of then-president Donald Trump's arrival to Tulsa and his re-election rally at the BOK Center in Tulsa. I directed and technical directed live cut-ins and continuous coverage of the event.
- **High School Football Tonight:** Sponsored live weekly broadcast covering local high school football. I fulfilled all aspects of production on this program.

Newscast Director | WCIA-TV | Nexstar Broadcasting
September 2011 – July 2017 (formerly Production Assistant until August 2014) | Champaign, IL

WCIA-TV is a CBS affiliate serving central Illinois in the Champaign, Springfield, and Decatur areas. I directed and technical directed the production of live newscasts, magazine programming, and promotional commercials. I also conceptualized, produced, and edited promotional videos using Adobe Premiere. I worked alongside producers and oversaw the crew and all aspects of production. I additionally operated Deko graphics, audio, camera, & teleprompter. I trained the production team on operating various technical positions and on the best practices of producing live content.

Notable broadcasts and projects:

- **Current (2014-2016, 400+ episodes):** Daily live interview-based women's news-magazine program. I assisted in launching the show by working through logistical and technical issues. In addition to usual director responsibilities, I assisted with finding guests, developing topic ideas, and managing daily studio set setup and tear down.
- **Capitol Connection:** Weekly interview-based political program pre-recorded at the state capitol in Springfield. I managed the production alone, directing and technical directing live-to-tape, preparing guests, timing the program segments, and setting up and tearing down the cameras, lighting, and set.
- **ciLiving:** Daily live interview-based magazine program highlighting companies and events in the community. Throughout my time at WCIA I directed and fulfilled various production

roles on this program. I frequently operated camera during their quarterly special remote broadcasts at the City Center with a live studio audience.

- *The Extra Mile*: Annual special three-hour broadcast covering the Christie Clinic Illinois Marathon with multiple sponsors. In 2015 I directed the production, working alongside the News Director and team of producers and overseeing the crew and all aspects of production. On other years I was field camera operator or grip.
- *Our Town*: Annual series of live on-location broadcasts of ciLiving and the evening news profiling towns in the viewing area. Throughout my time at WCIA I fulfilled various production roles on this program, primarily field camera operator.

Announcer/Operator | WDWS/WHMS/WKIO | The News-Gazette

March 2014 – August 2014 | Champaign, IL

WDWS Newstalk 1400, Lite Rock 97.5 WHMS, and Classic Hits 107.9 WKIO are a commercial radio group broadcasting from Champaign, Illinois. I operated the Wheatstone audio board and WideOrbit automation system, assisted in the production of the WDWS morning show, and voice-tracked for WHMS using WideOrbit. I board-operated in-studio for Illini sports broadcasts. I screened listener phone calls and connected them on air.

Disc Jockey | 88.7 WPCD FM | Parkland College

August 2009 – September 2014 | Champaign, IL

88.7 WPCD FM is an indie/alternative noncommercial radio station in Parkland College in Champaign, Illinois. I worked with the station to promote independent music, local musicians, and community events occurring in the Champaign-Urbana area. I developed, produced, and hosted a weekly sponsored radio show *TGIF*. I scheduled and conducted interviews with touring and local musicians for broadcast and print publication with Parkland College's newspaper Prospectus News. I managed live on-air music performances by setting up technical equipment and sound mixing. I operated the Wheatstone audio board and WideOrbit and Scott Studios automation systems and helped train students on technical aspects of broadcasting.

Media Intern | Cavetone Records

September 2013 - December 2013 | Charleston, IL

Cavetone Records is a vinyl-only record label in Charleston, Illinois. I expanded their online branding by conceptualizing, producing, and editing videos using Adobe Premiere. I designed print and digital advertising materials using Adobe Photoshop.

Additional Media Production Experience

Production Film Crew

- **Grip** | *C.O.R.N. 3. (in post-production)* | Dreamscape Cinema feature film | Director: Robin Christian
- **Actor** | *Mitchell Robert's House* (2016) | TV pilot | Director: Dakota Pruemer
- **Production Assistant** | *Teach* (2015) | Short film | Director: Esteban Gast
- **Sound & Grip** | *Chances* (2014) | Short film for CU Film Society's Pens to Lens competition | Director: Victor Miely

Video Producing

- **Ryan and Yvonne - Walk Outside** (2022) | Music video for Charleston, Illinois folk duo
- **ciLiving - "That Good Show" Commercials** (2017) | A series of three television commercials for Champaign, Illinois magazine program on CBS | *Produced with WCIA*

- **ciLiving - Ryan Burk Image Commercial** (2017) | Television commercial highlighting storyteller Ryan Burk for Champaign, Illinois magazine program on CBS | *Produced with WCIA*
- **ciLiving - Story Plea** (2017) | Television commercial for Champaign, Illinois magazine program on CBS | *Produced with WCIA*
- **Ag-Vision by Ag-Sensus** (2016) | Informative online video for Champaign, Illinois agricultural tech startup Ag-Sensus | *Produced with Neutral Design Studio*
- **Smith & Bradley - Springfield Watch Kickstarter Video** (2016) | Advertisement for Kickstarter campaign for Champaign, Illinois watch company | *Produced with Everchange Productions*
- **Om Nomaste! Quinoa** (2016) | Cooking demonstration for chef Karen Pope
- **Steampunk Asylum** (2016) | Promotional video showcasing a Halloween photography event | *Produced with Everchange Productions*
- **LA Tan Photoshoot Behind the Scenes** (2016) | Promotional video for an LA Tan billboard photoshoot | *Produced with Everchange Productions*
- **Cavetone In Cyberspace** (2016) | Promotional video for Charleston, IL record label's eighth anniversary event
- **Royal Son of a Guns - The Night I Stole a Lock of Drucilla Morganstern's Hair** (2015) | Music video for Chicago band
- **CU Gentleman's Expo** (2015) | Promotional video for Champaign-Urbana's Gentleman's Expo event | *Produced with Everchange Productions*
- **The Ex-Bombers - Five Star Night** (2015) | Video promoting an album release by a Charleston, Illinois band
- **Vote Yes for Unit 4 Students** (2014) | Political commercial for Friends of Champaign Schools
- **Dr. Quinn - On My Cool** (2013) | Music video for Chicago hip-hop artist
- Freelance video producing for weddings and private events (since 2013)

Additional Video Experience

- **The Ex-Bombers – Get the Experience** (2024) | Camera for music video by a Charleston, Illinois band
- **The Ex-Bombers - I Keep Trying to Fix Bad with Worse** (2023) | Camera for music video by a Charleston, Illinois band
- **The Ex-Bombers - Business Deal** (2023) | Camera for music video by a Charleston, Illinois band
- **ciLiving Storyteller Packages** (2015-2017) | Camera for multiple story packages for WCIA magazine program *ciLiving* | *Produced by WCIA*
- **Southtown Sound - Looming** (2017) | Camera for two live music performance videos at a recording studio in Springfield, Illinois | *Produced by V Mullen Media*
- **Stephen Neal** (2016) | Event and behind-the-scenes videography documenting Nashville musician
- **This Is It Furniture Pilot** (2013) | Production assistant for reality TV show pilot | *Produced by Dreamscape Cinema*

Photography

- **Ryan Noir – Self-titled LP** (2024) | Album photography for Charleston, Illinois folk musician
- **Ryan and Yvonne** (2021) | Event photography for Charleston, Illinois folk music duo
- **Ryan Burk** (2017) | Promotional photoshoot for storyteller of WCIA (CBS) magazine program *ciLiving* in Champaign, Illinois

- **Smith & Bradley (2016)** | Product photography for Champaign, Illinois watch company | *Produced with Everchange Productions*
- **Dreaming of Ghosts - CD (2016)** | Inside album photography for Champaign, Illinois electronic artist Snayl
- **Snayl (2016)** | Promotional photography for Champaign, Illinois electronic artist
- **Expressions (2015-2016)** | Event photography for recurring multimedia event in Champaign, Illinois
- **Ghouls Night Out (2016)** | Event photography for a concert in Champaign, Illinois
- **The Ex-Bombers - Five Star Night - LP (2015)** | Album photography for Charleston, Illinois band
- **The Ex-Bombers (2015)** | Promotional photography for Charleston, Illinois band
- **Free Music Friday (2013, 2015)** | Event photography for music concert series in Charleston, Illinois
- **The Ex-Bombers/Malt Liquor split – 7" (2013)** | Single cover photo for Charleston, Illinois band
- **Dr. Quinn (2013)** | Promotional photography for Chicago hip-hop artist
- Freelance photography for weddings, private events, and personal photoshoots (since 2013)

Visual Design

- **Ryan Noir – Self-titled LP (2024)** | Album design layout for Charleston, Illinois folk musician
- **Colfax! (2022)** | Logo design for cassette and record label
- **Survival of the Fittest (2019)** | Logo design for gaming podcast
- **Cavetone In Cyberspace (2016)** | Website for Charleston, IL record label's eighth anniversary event
- **Free Music Friday (2013, 2015)** | Numerous posters for concerts at Top of the Roc in Charleston, Illinois
- **The Down-fi (2014)** | Logo design for Indianapolis band

Sound Board Operator | Free Music Friday at Top of the Roc

2013 – 2014 | Charleston, IL

Free Music Friday was a recurring concert series in Charleston, Illinois. I set up the technical equipment, operated the sound mixing, and assisted musicians in setting up and tearing down for live performances.



Department of History
600 Lincoln Avenue
Charleston, Illinois
61920-3099
Office: (217) 581-3310

Requested Change: This request is to change the status of the independent study (HIS 5990) in the curriculum of the Online MA in History for Teachers, effective Summer 2025. As shown in the old catalog language below, HIS 5990 is currently a requirement for graduation. The change will remove that requirement and replace those three credit hours with an elective, resulting in no change to the total number of required credit hours. We are also updating the language in the catalog on how the Summer Institute is delivered.

Rationale: The independent study (HIS 5990) will still be available to all students in the teacher-option, as it is in our traditional MA program. However, requiring HIS 5990 has proven difficult to sustain given the current structure of the program and available staffing. Additionally, the updated language on the Summer Institute will accurately reflect the shift to the synchronous online format that we implemented during the COVID pandemic and continue to use today.

Effective Year/Term: Fall 2025

Old Graduate Catalog Language

Degree Requirements

Total Credit hours: 32

Degree requirements include those outlined for the master's degree by the Graduate School (see "[Requirements for the Master's Degree](#)"). Students must also complete the residential Summer Institute held on EIU's campus, Historiography, three proseminars, and an independent study. Additionally, students must complete all elements of the capstone (HIS 5999) that constitute the final examination process and must submit their revised independent study research project in order to be awarded the certificate of comprehensive knowledge.

Required Courses

Total Credits hours: 17

- [HIS 5001 - Summer Institute in Graduate History](#) Credits: 1
- [HIS 5000 - Historiography](#). Credits: 3
- [HIS 5800 - Proseminar in American History](#) Credits: 3
- [HIS 5810 - Proseminar in Premodern History](#) Credits: 3
- [HIS 5820 - Proseminar in Modern World History](#) Credits: 3

- [HIS 59901 - Independent Study I](#) Credits: 1 to 6
- [HIS 5999 - Capstone in Graduate History](#) Credits: 1

Electives

Total Credit hours: 9

Students must also take one seminar in each area (premodern, modern, and U.S.) plus

Total Credit Hours: 6

Students may take two further courses in U.S. or World (non-U.S) history.

Students may take no more than nine credit hours of courses numbered 4750-4999

New Graduate Catalog Language

Degree Requirements

Total Credit hours: 32

Degree requirements include those outlined for the master's degree by the Graduate School (see "[Requirements for the Master's Degree](#)"). Students must also complete the online residential Summer Institute held on EIU's campus, Historiography, and three proseminars, and an independent study. Additionally, students must complete all elements of the capstone (HIS 5999) that constitute the final examination process and must submit their revised independent study research project in order to be awarded the certificate of comprehensive knowledge.

Required Courses

Total Credits hours: 17 14

- [HIS 5001 - Summer Institute in Graduate History](#) Credits: 1
- [HIS 5000 - Historiography](#) Credits: 3
- [HIS 5800 - Proseminar in American History](#) Credits: 3
- [HIS 5810 - Proseminar in Premodern History](#) Credits: 3
- [HIS 5820 - Proseminar in Modern World History](#) Credits: 3
- [HIS 59901 - Independent Study I](#) Credits: 1 to 6
- [HIS 5999 - Capstone in Graduate History](#) Credits: 1

Electives

Total Credit hours: 9

Students must also take one seminar in each area (premodern, modern, and U.S.) plus

Total Credit Hours: 6 9

Students may must take two three further courses in U.S. or World (non-U.S) history. (Students may take no more than nine credit hours of courses numbered 4750-4999.)

Date approved by the department or school: 10/18/24

Date approved by the college curriculum committee: 2/19/25

Date approved by the Honors Council (if this is an honors course):

Date approved by CAA: CGS: