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March 20, 2007

Council on Graduate Studies

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The Council on Graduate Studies held their March 20, 2007 meeting electronically.

Members participated in electronic meeting: Dr. Conn, Dr. Costa, Dr. Elder, Dr. Liu, Dr. Miller, Dr. Morford, Dr. Nelson, Dr. Raybin, and Chair O'Rourke

- I. Approval of the March 6, 2007 Minutes**
The March 6, 2007 Minutes were approved unanimously with a revision to the Honorary Degree Committee report.
- II. Communications**
None
- III. Executive Actions**
None
- IV. Items to be Added to the Agenda**
None
- V. Items Pending**
 1. 06-42, Records Retention (New Proposal)
- VI. Items to be Acted On**
 1. 07-04, HIS 5112, Museum Digital Applications I (New Proposal)
 2. 07-05, HIS 5113, Museum Digital Applications II (New Proposal)

Dr. Raybin requested the History Department answer two questions to clarify HIS 5113:

1. Is 5112 a prerequisite for 5113? If not, why not? The course description for 5113 implies that it should be.

2. Part Two, #2: What are the "various collections that will be at their disposal"? Are these on-campus collections? Local collections? How many such collections are available? Will additional collections become available in the future? Who is responsible for locating/obtaining access to the collections?

I expect that there is a simple answer that would explain all this, and that this answer would be articulated in a presentation, but I haven't found it in the proposal.

Dr. Nora Pat Small replied to the questions:

We use prerequisites very sparingly in the History Dept., so no, HIS 5112 is not technically a prerequisite for 5113. However, the courses will always be offered sequentially and they are open only to HA students who take all of their courses in a required order as per our curriculum.

As far as collections that are available we have a plethora both on and off campus. HA faculty regularly ferret out collections for student-focused projects and we are very familiar with what is available. The instructor of record is responsible for locating the specific collection to be used in any given year. For past projects, we have used collections at the EIU archives, the Tarble Arts Center, private collections, the Coles County Historical Society, Lincoln Log Cabin State Historic Site, the Early American Museum, and the Illinois Historic Preservation Agency.

And we have only scratched the surface in those places. There are enough projects to last us for decades.

After the council members reviewed the questions and answers, a vote was taken.

HIS 5112 was approved unanimously with an effective date of Fall 2007. HIS 5113 was approved unanimously with an effective date of Spring 2008.

HIS 5112. Digital Applications in Museums and Archives I. (0-1-1) F. Museum Digital Applications I. This two-semester sequence course will teach students current standards in digitizing museum and archival collections and provide hands-on experience in digitizing two- and three-dimensional objects. HIS 5112 is offered in the fall semester and will cover planning, preservation, and standards. Prerequisite(s): including required test scores, courses grades in courses, and technical skills. Indicate whether any prerequisite course(s) MAY be taken concurrently with the proposed/revised course. Current student in the Historical Administration Program.

HIS 5113. Digital Applications in Museums and Archives II. (0-1-1) S. Museum Digital Applications II. This two-semester sequence course will teach students current standards in digitizing museum and archival collections and provide hands-on experience in digitizing two- and three-dimensional objects. HIS 5113 is offered spring semester, during which students will apply knowledge gained in the fall to a collection. Prerequisite(s): including required test scores, courses, grades in courses, and technical skills. Indicate whether any prerequisite course(s) MAY be taken concurrently with the proposed/revised course. Current student in the Historical Administration Program.

VII. Other Business
None

VIII. Committee Reports
None

IX. Dean's Report
None

The meeting adjourned at 3:10 p.m.

Linda Barter, Coordinator

ANNOUNCEMENT OF THE NEXT MEETING
Tuesday, April 3, 2007
3108 Blair Hall
