
Agenda for the September 18, 2008 CAA Meeting

Items approved: 08-71, Writing Across the Curriculum Committee (WAC) Bylaws

Items Pending: 07-87, Voluntary Submission of Mid-Term Grades for Upper-Division Courses
08-35, Proposal to modify the EIU Foreign Language Graduation Requirement (Revised Graduation Requirement)
08-37, Proposal to revise the Cultural Diversity Requirement (Revised General Education Requirement)
08-72, BUS/FCS/INT 4555, Honors Research (Revised Course)
08-73, HON 1190, Honors Forum (New Course)
08-74, University Honors Program (Revised Program)
08-75, Honors Council Appointments
Senior Seminar Review Committee (Ongoing)
Ad Hoc Committee on Cultural Diversity (Ongoing)
Ad Hoc Fact-Finding Committee to Review and Study the Foreign Language Requirement (Ongoing)

**Council on Academic Affairs
Minutes
September 18, 2008**

The September 18, 2008 meeting of the Council on Academic Affairs was held at 2:00 p.m. in Room 4440 Booth Library.

Members Present: Dr. Bower, Dr. Campbell, Mr. Darby, Ms. Dilworth, Ms. Green, Dr. Hendrickson, Dr. Hyder, Dr. Reid, Dr. Schroeder, Dr. Sterling, and Dr. White.

Members Absent: Ms. Kostelich.

Staff Present: Dr. Lord, Dr. Herrington-Perry, and Ms. Fopay.

Guests Present: Ms. Brownson, Faculty Senate; Dr. Ringuette, English; Dr. Stowell, Psychology; and Dr. Tim Taylor, English.

I. Approval of the September 4, 2008 CAA Meeting Minutes.

At the September 4 meeting, the council approved a new course, HIS 3540 - Medieval and Renaissance Italy - North and South, effective Fall 2009 (See page 2 of the 9/4/08 CAA minutes.) However, Dr. Jon Coit, History, contacted Ms. Fopay on September 17, 2008 to ask that the effective date be changed to Spring 2009 so that the course could be taught during the spring semester. In addition, he clarified that the course is an upper-division course that will count for non-US history credit, so the code **NUS**, which identifies this type of course, should be placed at the end of the course description.

At the meeting today, the council members did not object to these changes. Therefore, the minutes of September 4, 2008 were approved as amended:

The proposal, with one revision, was approved, effective ~~Fall 2009~~ **Spring 2009**.

HIS 3540. Medieval and Renaissance Italy – North and South. (3-0-3) On Demand. Medieval and Renaissance Italy. This course surveys Italian history, from the fifth century collapse of Roman imperial authority in the west through the rise of the powerful city-states in the fifteenth century. It illuminates the divergent histories of Italy's north and south, and explains how one becomes among the most intellectually and economically sophisticated areas in Western Europe, while the other is effectively colonized by foreign rulers. Course may not be repeated. WI, **NUS**

II. Approval of the Minutes of the September 9-11, 2008 Electronic Meeting.

The minutes of September 9-11, 2008 were approved as written.

III. Communications:

a. Waiver Reports:

1. Academic Waiver Report for August 2008 from the Lumpkin College of Business & Applied Sciences, College of Education & Professional Studies, and College of Sciences.

b. Executive Action Request:

1. September 4, 2008 email from Associate Dean Lynch, College of Arts & Humanities, requesting executive action to assign the cultural diversity designation to AFR 1000G, 2000G, 3000, 3100, 3200, 3300, 3970, 4000, 4100, 4275, and 4400.

The council discussed the following questions that came up during the meeting concerning the executive action request:

- *Can the cultural diversity designation be added to non-general education courses? Currently, only general education courses have been assigned the cultural diversity designation in the undergraduate catalog.*
- *Is there ample information in the rationale for the council to make a decision on the executive action request?*
- *Should this request be treated as an executive action item or does the council consider it a substantive change that would require the approval of CAA?*
- *Should the item be held until after the Ad Hoc Committee on Cultural Diversity completes its study and reports to the council?*

The council determined, based on the current guidelines, the cultural diversity designation is only defined for general education courses.

Dr. Sterling moved and Mr. Darby seconded the motion to suspend bylaws to add the cultural diversity designation to AFR 1000G and AFR 2000G. The motion passed by acclamation.

Dr. Sterling moved and Dr. Hyder seconded the motion to approve the addition of the cultural diversity designation to the AFR 1000G and AFR 2000G courses.

The motion passed with the following vote:*

- Yes:** Bower, Campbell, Darby, Dilworth, Green, Hendrickson, Hyder, Schroeder, Sterling, White.
- No:** None.
- Abstain:** Reid.

The cultural diversity designation will be assigned to AFR 1000G and AFR 2000G, effective Spring 2009.

**Note: The council vote was taken by roll call.*

c. College Curriculum Committee Report:

1. Minutes from the September 5, 2008 College of Sciences Curriculum Committee meeting.
2. Minutes from the September 10, 2008 Lumpkin College of Business & Applied Sciences meeting.

d. Other:

1. September 15, 2008 memorandum from Dr. Tim Taylor, Director of Writing Across the Curriculum (WAC), regarding recommendations from the WAC Committee.
Dr. Taylor summarized the strengths and weaknesses of Writing Across the Curriculum and recommendations outlined in his memorandum to the council. In addition, he answered council questions.

The agenda order was revised.

IV. Items Acted Upon:**1. 08-71, Writing Across the Curriculum Committee (WAC) Bylaws**

Dr. Tim Taylor presented the proposal and answered questions of the council.

Ms. Dilworth moved and Dr. Campbell seconded the motion to approve the proposal. The motion passed unanimously.*

The proposal (**See attachment A**) was approved, *effective Fall 2008*.

*Note: The council members voted on this agenda item by using Turning Point clickers. Prior to voting, Dr. Jeffrey Stowell gave instructions to the council members on how to use the clickers. After voting, the voting results were projected on the projector screen so council members could review the votes.

V. Committee Reports:

1. Dr. Hyder reported on the ad hoc fact-finding committee that is reviewing and studying the ramifications of the foreign language requirement. He indicated that the committee has met and will continue to meet on Thursdays at 1 p.m. If at all possible, the committee will have a report to the council by November 6. Meanwhile, the committee met with Provost Lord today and plans to meet with various other individuals on campus in the future to seek input while it studies this matter.
2. Dr. Lucia Schroeder agreed to serve on the Committee for the Assessment of Student Learning (CASL) for the 2008-09 academic year.

VI. Item Added to the Agenda:

1. 08-75, Honors Council Appointments

Ms. Dilworth moved and Dr. Schroeder seconded the motion to add this item to the agenda.

VII. Pending:

1. 07-87, Voluntary Submission of Mid-Term Grades for Upper-Division Courses
2. 08-35, Proposal to modify the EIU Foreign Language Graduation Requirement (Revised Graduation Requirement)
3. 08-37, Proposal to revise the Cultural Diversity Requirement (Revised General Education Requirement)
4. 08-72, BUS/FCS/INT 4555, Honors Research (Revised Course)
5. 08-73, HON 1190, Honors Forum (New Course)
6. 08-74, University Honors Program (Revised Program)
7. Senior Seminar Review Committee (Ongoing)
9. Ad Hoc Committee on Cultural Diversity (Ongoing)
10. Ad Hoc Fact-Finding Committee to Review and Study the Foreign Language Requirement (Ongoing)

Dr. Bower explained that the Ad Hoc Committee on Cultural Diversity has been formed. The committee will consist of the following individuals: Dr. Don Holly, Mr. Norm Isacson, Ms. Alison Kostelich, Dr. Mikki Meadows, Associate Dean Godson Obia, Dr. James Ochwa-Echel, Dr. Lisa Taylor, and Dr. Dawn VanGunten.

Also, Dr. Bower indicated that Dr. Christie Roszkowski, on behalf of the Senior Seminar Review Committee, will create a summary report of that committee's findings to share with CAA at a future meeting.

The next meeting will be held for Thursday, September 25, 2008.

The meeting adjourned at 2:57 p.m. *—Minutes prepared by Ms. Janet Fopay, Recording Secretary*

The current agenda and all CAA council minutes are available on the Web at <http://www.eiu.edu/~eiucaa/>. In addition, an electronic course library is available at the <http://www.eiu.edu/~eiucaa/elibrary/>.

***** ANNOUNCEMENT OF NEXT MEETING *****

September 25, 2008

Conference Room 4440 – Booth Library @ 2:00 p.m.

Agenda:

1. 08-72, BUS/FCS/INT 4555, Honors Research (Revised Course)
2. 08-73, HON 1190, Honors Forum (New Course)
3. 08-74, University Honors Program (Revised Program)
4. 08-75, Honors Council Appointments

Approved Executive Actions:

CAH

Effective Spring 2009

(See page two of these minutes.)

1. Designate AFR 1000G and AFR 2000G as cultural diversity courses.

Pending Executive Actions:

None.

Attachment A

**Writing Across the Curriculum
Bylaws**

1. The Writing Across the Curriculum (WAC) committee reports directly to CAA.
2. The Writing Across the Curriculum Committee will consist of these members:
 - (a) The Director of the Writing Center will serve as the Director of Writing Across the Curriculum (Committee Chair) and be supported by the Assistant Director of the Writing Center to help with expanded services of the center,
 - (b) Nine faculty members (two members from each college—Arts and Humanities, Business and Applied Sciences, Education and Professional Studies, and Sciences—along with one member from the School of Continuing Education recommended to the CAA by the appropriate academic deans) for staggered terms of three years,
 - (c) One student member appointed by the President of the student body, and
 - (d) The Director of Composition.

Mission

The committee will assess and evaluate the Writing Across the Curriculum program and make suggestions for improvement.

Procedures and Goals

Faculty teaching general education courses should attend periodic workshops to help them facilitate student-centered writing tasks in their courses.

External evaluators will be used periodically to assess and evaluate the overall quality of the Writing Across the Curriculum program.

Departmental majors should build upon the concepts and precepts presented in writing-centered courses through their writing-intensive and writing-active course offerings.