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## Agenda for the October 27, 2011 CAA Meeting

**Items approved:** None.

**Items Pending:** 11-107, Latin American Studies Minor (Revised Interdisciplinary Minor)  
11-108, ENG 1105, English Major Forum (New Course)  
11-109, English Major (Revised Major)

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### Council on Academic Affairs

#### Minutes

October 27, 2011

The October 27, 2011 meeting of the Council on Academic Affairs was held at 2:00 p.m. in Room 4440, Booth Library.

**Members Present:** Dr. Caldwell, Ms. Eskew, Ms. Gonzalez, Ms. Green, Dr. Hoerschelmann, Dr. Klarup, Dr. Lucas, Dr. Mitchell, Dr. Reid, Ms. Ruholl, Dr. Throneburg, and Dr. White.

**Members Absent:** Ms. Clouston.

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

**Guest Present:** Dr. Best, Psychology and CASL; Ms. Dexter, *Daily Eastern News*; Dr. Sanders, CASA and CASL; and Dr. Taylor, English and CASL.

#### I. Approval of the October 20, 2011 CAA Meeting Minutes.

Ms. Ruholl moved and Dr. Lucas seconded the motion to approve the minutes. The minutes of October 20, 2011 were approved as written.

#### II. Communications:

##### a. Curriculum Committee Minutes:

1. Minutes of the October 19, 2011 College of Arts & Humanities Curriculum Committee meeting.

##### b. Other:

1. October 20, 2011 document from Dr. Debra Reid proposing CAA action to address university-wide learning goals.  
*This item was discussed at the end of the meeting (See page 2 of these minutes.)*

##### c. Informational Item:

1. October 4, 2011 memorandum from Provost Lord providing information to the University's Ad Hoc On-line Learning Committee.

##### d. Pending Executive Action Request:

1. October 10, 2011 executive action request from Dean Izadi, LCBAS. Note: The following portion of the executive action request is pending from the October 13, 2011 CAA meeting: Request to revise the course hours for AET 1363, 3343, 4353, and 4813; amend the course titles for AET 4953, 4863, and 3833; and update the course title and credit hours for AET 4123.  
*No further communication has been received on this item. The executive action request will remain pending at this time.*

#### III. Committee Reports:

1. Dr. Klarup gave a report regarding the last Textbook Rental Service Advisory Committee meeting that he and Ms. Ruholl attended. Also, he reported on the committee's reaction to CAA's Resolution on the Textbook Rental Service and electronic textbooks which was approved by CAA at its meeting on October 20, 2011
2. Dr. Reid reported on the Online Learning Committee and indicated the next meeting was scheduled for 1 p.m. on Thursday, November 3, 2011.
3. As a follow up to discussion at the October 20, 2011 CAA meeting, Dr. Throneburg explained she had contacted Dean Augustine and he told her he would try to prepare a trial report for CAA regarding Study Abroad, unique courses, and senior seminars based on last year's data.

**IV. Items Added to the Agenda:**

1. 11-107, Latin American Studies Minor (Revised Interdisciplinary Minor)
2. 11-108, ENG 1105, English Major Forum (New Course)
3. 11-109, English Major (Revised Major)

Dr. Reid moved and Dr. Klarup seconded the motion to add these items to the agenda.

**V. Items Acted Upon:**

None.

**VI. CASL Presentation of Data Regarding the Undergraduate Learning Goals of Writing and Critical Thinking**

Dr. Taylor presented data regarding the Writing undergraduate learning goal and answered questions of the council.

Dr. Best presented data regarding the Critical Thinking undergraduate learning goal, and answered questions of the council.

There was council discussion.

**VII. Communication:**

1. October 20, 2011 document from Dr. Debra Reid proposing CAA action to address university-wide learning goals by forming a committee to look at how to improve student learning/outcomes of the four university learning goals at EIU.

*The council discussed the item, whether or not to form a subcommittee(s) or review the university learning goals as a committee as a whole, who would serve on the committee/subcommittees if created, what would the committee/subcommittees be responsible for doing, and when would they meet. The council is willing to consider reviewing the university learning goals as a whole in addition to forming subcommittees for each learning goal. It was suggested that the council designate individuals from CAA to create a plan and structure that would provide direction for the council.*

*Dr. White moved and Dr. Klarup moved to designate at least two representatives from CAA with the charge of formulizing and putting together a structure and guidelines for the council in order to review EIU's four university learning goals. The motion was approved by acclamation.*

*The following individuals volunteered to create the document: Dr. Debra Reid, Dr. Rebecca Throneburg, and Ms. Aseret Gonzales. They will try to have something to the council members by the next CAA meeting.*

**Pending:**

None.

**VIII. Meeting Adjournment:**

1. Dr. Reid moved and Dr. Hoerschelmann seconded the motion to adjourn the meeting. The motion was approved by acclamation.

The meeting adjourned at 2:55 p.m.

The next meeting will be held Thursday, November 3, 2011.

*–Minutes prepared by Ms. Janet Fopay, Recording Secretary*

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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 <http://www.eiu.edu/~eiucaa/elibrary/>.

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

November 3, 2011

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

**Agenda:**

1. 11-107, Latin American Studies Minor (Revised Interdisciplinary Minor)
2. 11-108, ENG 1105, English Major Forum (New Course)
3. 11-109, English Major (Revised Major)

**Approved Executive Actions:**

None.

**Pending Executive Actions:**

None.

**Tabled Executive Actions:**

(See page 1 of these minutes and page 2 of the October 13, 2011 CAA minutes)

**BAS**

**Effective Fall 2012**

1. Change the credit hours for AET 1363.

**AET 1363 - Graphic Communication Technologies.**

(1-4-3) (2-2-3) F, S. Introduction to digital production technologies related to creating, transferring, and reproducing conventional graphic images, digital images and Web pages. Credits: 3

2. Revise the credit hours for AET 3343.

**AET 3343 - Digital Media Technologies.**

(1-4-3) (2-2-3) On Demand. Advanced study of digital media applications applied to print and web media. Major emphasis will be on page layout, image capture and conversion, basic color theory, web page development, differences in computer operating systems and file formats. This course will include individual student and team projects applied to color output devices, and applications to print and web media. Prerequisites and Notes: AET 1363 or permission of instructor. Credits: 3

3. Change the course title of AET 3833.

**AET 3833 - Sustainable Construction Buildings.**

(3-0-3) F. Study of the principles of environmentally sustainable construction with application of green buildings and standard construction techniques and mechanical systems. Included is the Green Building Rating System LEED (Leadership in Energy and Environmental Design) for benchmarking the design, construction, and operation of high performance green buildings. Prerequisites and Notes: AET 2253 and AET 3603 or approval of instructor. Credits: 3

4. Revise the course title and credit hours for AET 4123.

**AET 4123 - Advanced Digital Photography Capture for WEB and Print Publishing.**

(1-4-3) (2-2-3) S. Detailed study of technical equipment and skills necessary for quality digital photographic imaging, digital scanning, image manipulation, image transfer for WEB and Print Publishing. Production techniques and operations of WEB Publishing and Print Publishing technologies will be demonstrated through the different phases of planning, organizing, quality control, posting and maintaining of a website. Selection of hardware and cross-platform software interface, design, and practical applications of networks will be explored. Prerequisites and Notes: AET 2123 or permission of the instructor for AET 4123. Credits: 3

5. Update the credit hours for AET 4353.

**AET 4353 - Print and Digital Media Production.**

~~(1-4-3)~~ (2-2-3) F, S. Students will focus on production management for digital print and web page layout, magazine and brochure layout, editing and proofing, digital inkjet printing, offset and screen printing processes. Prerequisites and Notes: AET 1363 and AET 3343, or permission of instructor. Credits: 3

6. Modify the credit hours for AET 4813.

**AET 4813 - Advanced Digital Media Technologies.**

~~(1-4-3)~~ (2-2-3) S. Class experiences will focus on the advance preparation, merging, and integration of various digital elements into a completed document for printed publication including web page development. The use of scanners, digital cameras, video and audio applications, selection of hardware and cross-platform software interface, design and practical applications of networks will also be highlighted. Credits: 3

7. Revise the course title of AET 4863.

**AET 4863 - Packaging Technologies Design, Specialty Inks, and Coatings.**

(2-2-3) On-Demand. Detailed study of the practical applications of package design for specific products including membrane switches, and theory of Radio Frequency Identification (RFID) printing processes. Specialty inks and coatings such as conductive inks, UV inks, food-grade inks, and microencapsulated inks will be explored. Prerequisites and Notes: AET 1363, AET 3343, junior standing; or permission of instructor. Credits: 3

8. Amend the course title of AET 4953.

**AET 4953 - Color Management Technologies Applications: Print, Textiles, Web, and other Substrates.**

(2-2-3) S or F. Application of color theories, digital color reproduction, and quality control processes as they apply to color in the industries of printing, textiles, and web generated images. Prerequisites and Notes: *Applied Engineering and Technology Majors*: AET 3343, Digital Media Technologies; *Family & Consumer Sciences Majors*: FCS 2244, Consumer Textiles: Care and Production, and FCS 3245, Textiles: Color Design Production; or permission of the instructor. Credits: 3