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## Agenda for the January 12, 2012 CAA Meeting

**Items approved:** 11-130, Film Studies Interdisciplinary Minor (Revised Interdisciplinary Minor)  
11-131, English Honors Admission Requirements (Revised Admission Requirements)

**Items Pending:** 11-117, Review of Integration, Instructional Practices, and Effectiveness of EIU's four University Learning Goals (Ongoing)  
11-132, Course Proposal Format Form (Revised Form)  
12-01, JOU/CMN 3953, Perspectives on Sports & the Media (Revised Course; Added Technology Delivery)  
12-02, EIU 4165G, Journalistic Media in Society (Revised Course; Added Technology Delivery)  
12-03, EIU 4171G, Comics, Manga, and Graphic Novels: A History of Graphic Narratives. (Revised Course; Added Technology Delivery)  
12-04, English Language Mastery Requirements for International Student Admission Purposes (Revised Requirements)

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### Council on Academic Affairs

#### Minutes

January 12, 2012

The January 12, 2012 meeting of the Council on Academic Affairs was held at 2:00 p.m. in Room 4440, Booth Library.

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

**Members Absent:** Dr. Reid.

**Staff Present:** Dr. Lord and Ms. Fopay.

**Guest Present:** Dr. Coleman, English; Ms. Foster, *Daily Eastern News*; Dr. Murray, English/Film Studies; Associate Dean Poulter, College of Arts & Humanities; Dr. Ringuette, English; Ms. Rogers, *Daily Eastern News*; Dr. Steinke, School of Technology/Organizational & Professional Development; and Dr. Wyatt, School of Technology/Organizational & Professional Development.

#### I. Approval of the December 8, 2011 CAA Meeting Minutes.

Dr. Hoerschelmann moved and Ms. Green seconded the motion to approve the minutes. The minutes of December 8, 2011 were approved as written.

#### II. Communications:

##### a. College Curriculum Committee Minutes:

1. Minutes of the November 30, 2011 College of Arts & Humanities Curriculum Committee meeting.
2. Minutes of the December 7, 2011 College of Arts & Humanities Curriculum Committee meeting.
3. Minutes of the December 7, 2011 Lumpkin College of Business & Applied Sciences Curriculum Committee meeting.
4. Minutes of the December 9, 2011 College of Sciences Curriculum Committee meeting.

##### b. Waiver Reports:

1. Revised Academic Waiver Report for November 2011 from Lumpkin College of Business & Applied Sciences.
2. Academic Waiver Reports for December 2011 from Lumpkin College of Business & Applied Sciences, College of Arts & Humanities, College of Education & Professional Studies, and College of Sciences.

##### c. Executive Actions:

1. December 7, 2011 email from Dean Jackman, CEPS, requesting executive action to delete REC 3515 from the catalog.
2. December 9, 2011 email from Dean Obia, COS, requesting executive action to revise the prerequisites and notes for ESC/GEL 1300G and ESC/GEL 1320G.

3. December 9, 2011 email from Dean Obia, COS, requesting executive action to revise the course title and description for PLS 3723.

**d. Other:**

1. December 9, 2011 email from Dr. Grant Sterling, Philosophy, regarding an issue surrounding the course BGS 3988P being offered through the School of Continuing Education (SCE), and asking the council whether SCE can create "Special Topics" courses (no such course is listed in the catalog) and offer them three times, without the approval of CAA and without informing departments that have similar courses, as long as they call these classes "interdisciplinary."

*At the meeting today, Dr. Mitchell confirmed that the council members had received the January 11, 2012 email from Dr. Jeffrey Ashley, Chair of the Political Science Department, who wrote in response to Dr. Sterling's email. The email had been submitted to Ms. Fopay, CAA Recording Secretary, who then forwarded it to the CAA members. In his email Dr. Ashley stated:*

*"I see that one agenda item for CAA deals with an Email from Grant Sterling. The course in question was in conflict with a PLS class and we were the department that was not informed (we found out by accident). I went to Grant in his capacity as acting chair of philosophy to give him a "heads-up" in case similar classes were being offered in conflict with PHI courses. While his question is valid and reflects correctly the interpretation of special topics relayed to me by the Director of the BGS Program, it fails to address the fact that I feel it was a mistake. The Director is new to the position and I am willing to give her the benefit of the doubt on this. She clearly did not know the proper procedures and Will Hine, Dean of Continuing Education, has promised that the course will not be taught again."*

*The council discussed the matter and questions that came up at the meeting by council members about School of Continuing Education (SCE) courses, whether there were other course duplications with regular courses, and the approval process for SCE courses and if those courses should also go to CAA for approval. Also, it was suggested that it would be helpful for the council to see data about SCE courses. The CAA Executive Committee will discuss it and look into getting the data.*

2. December 9, 2011 email from Ms. Amy Lynch, College of Sciences, indicating Dr. Wesley Allan, Psychology Department, will be the College of Sciences Curriculum Committee representative on CAA's University Learning Goals Committee.
3. Council on Teacher Education (COTE) communication forwarded by Dr. Mary Herrington-Perry, Academic Affairs, since the matter affects CAA: December 12, 2011 email from Dr. Marshall Lassak, COTE Chair, regarding the Taskforce on Electronic and Online Learning Materials. According to the email, the taskforce will be composed of one representative each appointed Faculty Senate, the Council on Graduate Studies, the Council on Teacher Education, and the Council on Academic Affairs, as well as one representative from each academic college appointed by the academic deans.  
*Dr. Mitchell indicated he spoke with Dr. Methven, Faculty Senate Chair, about the Taskforce on Electronic and Online Learning Materials. A CAA representative is needed for the taskforce, so Dr. Mitchell asked for a volunteer. Ms. Corrigan Clouston volunteered. Dr. Mitchell was unsure whether a student representative could fill the position on the taskforce, so he asked for a faculty volunteer just in case. Dr. Stephen Lucas volunteered. Dr. Mitchell will forward both names to Dr. Methven.*
4. COTE communication forwarded by Dr. Mary Herrington-Perry, Academic Affairs, since the matter impacts CAA: December 13, 2011 email from Dr. Marshall Lassak, COTE Chair, regarding the final report of the Committee to Study Shared Governance at EIU and President Perry's action on the final report. *Dr. Mitchell reported that at the next Faculty Senate meeting there will be a discussion about the final report of the Committee to Study Shared Governance at EIU and President Perry's action on the final report. He asked for a CAA member to represent the council in the matter at the Faculty Senate meeting. Dr. Throneburg volunteered. There was discussion and Provost Lord provided some explanation about the matter and what it might mean for CAA. Dr. Throneburg will plan to attend the meeting and then report back to CAA about it.*

**III. Committee Reports:**

None.

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

Dr. Mitchell explained that after the agenda was posted Dr. Thomas Hawkins, School of Technology, submitted a communication regarding the BGS 3002 course proposal (agenda item 12-05) and concerns about a possible overlap between that course and an existing course, OPD 4810.

Dr. White moved and Dr. Hoerschelmann seconded the motion to:

1.) Add the following items to the agenda:

- 12-01, JOU/CMN 3953, Perspectives on Sports & the Media (Revised Course; Added Technology Delivery)
- 12-02, EIU 4165G, Journalistic Media in Society (Revised Course; Added Technology Delivery)
- 12-03, EIU 4171G, Comics, Manga, and Graphic Novels: A History of Graphic Narratives. (Revised Course; Added Technology Delivery)
- 12-04, English Language Mastery Requirements for International Student Admission Purposes (Revised Requirements)

2.) Not add the following item to the agenda at this time:

- 12-05, BGS 3002, Career Planning/Transitions (New Course, Technology Delivery)

Agenda item 12-05 will be deferred to the parties involved for discussion and, if possible, resubmitted to CAA at a later date.

Next, Dr. Diana Wyatt, School of Technology/Organizational & Professional Development, provided additional details about the matter concerning agenda item #12-05 and concerns about the overlap with the course OPD 4810.

**V. Items Acted Upon:****1. 11-130, Film Studies Interdisciplinary Minor (Revised Interdisciplinary Minor)**

Dr. Murray presented the proposal and answered questions of the council.

Ms. Green moved and Dr. Klarup seconded the motion to approve the proposal. The motion with the following vote:

**Yes:** Caldwell, Clouston, Eskew, Gonzalez, Green, Klarup, Lucas, Mitchell, Ruholl, Throneburg, and White.

**No:** None.

**Abstain:** Hoerschelmann.

The proposal (**See Attachment A**) was approved, effective Fall 2012.

**2. 11-131, English Honors Admission Requirements (Revised Admission Requirements)**

Dr. Ringuette presented the proposal and answered questions of the council. Also, he indentified a couple of stray parenthesis marks that were included on the proposal by mistake.

Dr. Klarup moved and Ms. Ruholl seconded the motion to approve the proposal. The motion passed unanimously.

The proposal (**See Attachment B**), with revisions, was approved, effective Fall 2012.

**3. 11-132, Course Proposal Format Form (Revised Form)**

Dr. Mitchell, on behalf of the CAA Executive Committee, presented the proposal and answered questions of the council. The council suggested additional changes to the course proposal format form, as well as revising the effective date on the proposal to Fall 2012. In addition, it was suggested that a glossary of terms be made that would assist individuals while completing the course proposal format form. The glossary could include such things as explanations/definitions of special course attributes, the undergraduate learning goals, technology-delivered designations, etc. Also, it was suggested that pointers to help people complete the form could be included in the glossary or on the course proposal format form.

Dr. White moved and Ms. Gonzalez seconded the motion to table the proposal referring it back to the CAA Executive Committee for further revision and creation of a glossary. The CAA Executive Committee will make additional revisions based on the councils' suggestions and return the proposal to the council at a later date.

**VII. Pending:**

1. 11-117, Review of Integration, Instructional Practices, and Effectiveness of EIU's Four University Learning Goals (Ongoing)

**VIII. Meeting Adjournment:**

1. Ms. Green moved and Ms. Ruholl seconded the motion to adjourn the meeting. The motion was approved by acclamation.

The meeting adjourned at 2:58 p.m.

The next meeting will be held at **3:00 p.m.** on Thursday, January 19, 2012.

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

\*\*\*\*\* ANNOUNCEMENT OF NEXT MEETING \*\*\*\*\*  
January 19, 2012  
Conference Room 4440 – Booth Library @ 3:00 p.m.

**Agenda:**

1. 12-01, JOU/CMN 3953, Perspectives on Sports & the Media (Revised Course; Added Technology Delivery)
2. 12-02, EIU 4165G, Journalistic Media in Society (Revised Course; Added Technology Delivery)
3. 12-03, EIU 4171G, Comics, Manga, and Graphic Novels: A History of Graphic Narratives. (Revised Course; Added Technology Delivery)
4. 12-04, English Language Mastery Requirements for International Student Admission Purposes (Revised Requirements)

**Approved Executive Actions:**

None.

**Pending Executive Actions:****CEPS****Effective Fall 2012**

1. Delete REC 3515 from the catalog.

**~~REC 3515 – Camping for Individuals with Disabilities.~~**

~~(2-Arr. 3) F. Overview of individuals with disabilities with special focus on working in a socio-recreation environment. Students will have involvement in writing objectives and activity plans, and developing and conducting weekend camps for a group of individuals with disabilities. Prerequisites and Notes: REC 2250 or permission of the instructor. Credits: 3~~

**COS****Effective Fall 2012**

1. Add a statement to the prerequisites & notes of ESC 1300G.

**ESC 1300G - Introduction to Earth Sciences.**

(3-2-4) An introduction to earth processes, resources, rocks, minerals, maps, time, and plate tectonics. The interaction of natural processes in the physical environment and human activity will be discussed. Cross-listed with GEL 1300G. Lab work and field trip are required. **Prerequisites and Notes: Grade and credit hours for this course will be removed if student already has credit for or is registered in ESC/GEL 1320G.** P1 907L Credits: 4

2. Add a statement to the prerequisites & notes of GEL 1300G.

**GEL 1300G - Introduction to Earth Sciences.**

(3-2-4) An introduction to earth processes, resources, rocks, minerals, maps, time, and plate tectonics. The interaction of natural processes in the physical environment and human activity will be discussed. Cross-listed with ESC 1300G. Lab work and field trip are required. **Prerequisites and Notes: Grade and credit hours for this course will be removed if student already has credit for or is registered in ESC/GEL 1320G.** P1 907L Credits: 4

3. Add a statement to the prerequisites & notes of ESC 1320G.

**ESC 1320G - Geology of National Parks.**

(3-2-4) F, S. Explore the interesting features and sweeping landscapes that make the National Park system the pride of America. From a scientific perspective, students will become familiar with the geologic phenomena existing in the National Parks and gain a better appreciation of their creation and importance. Learning about these natural wonders will be facilitated by lecture, videos, virtual field trips, lab work and a field trip. Cross listed with GEL 1320G. **Prerequisites and Notes: Grade and credit hours for this course will be removed if student already has credit for or is registered in ESC/GEL 1300G.** Credits: 4

4. Add a statement to the prerequisites & notes of GEL 1320G.

**GEL 1320G - Geology of National Parks.**

(3-2-4) F, S. Explore the interesting features and sweeping landscapes that make the National Park system the pride of America. From a scientific perspective, students will become familiar with the geologic phenomena existing in the National Parks and gain a better appreciation of their creation and importance. Learning about these natural wonders will be facilitated by lecture, videos, virtual field trips, lab work and a field trip. Cross listed with ESC 1320G. **Prerequisites and Notes: Grade and credit hours for this course will be removed if student already has credit for or is registered in ESC/GEL 1300G.** Credits: 4

5. Revise the course title and description for PLS 3723.

**PLS 3723 - ~~Public Opinion and Political Participation~~ Political Behavior.**

(3-0-3) F-odd-numbered years. This course provides an introduction to American political behavior. Emphasis will be given to the topics of political socialization, public opinion, voter turnout, issue voting and partisanship. **This course examines the way in which individuals influence government. Topics covered include political socialization, public opinion, participation, voting, partisanship, tolerance and protest.** Prerequisites and Notes: PLS 1153G or permission of the instructor. Credits: 3

## **Attachment A**

### **Film Studies Minor**

The interdisciplinary Film Studies minor is devoted to the study of cinema history, theory, criticism and production. The minor is comprised of two required film-centered courses (Communication Studies 3530, "Film Communication," and English 3504, "Film and Literature") and a core list of courses with film-specific content. ~~Coursework in the film studies minor can be double counted in a student's major for up to six hours.~~ **Up to two courses in the film studies minor can be double counted in a student's major.** Coursework may also include Honors Program course equivalents. Existing prerequisites for all courses must be satisfied. ~~Students may take no more than six hours in their major area(s) and no more than six hours of elective courses in their major area(s).~~ **Including required courses, students may count no more than two courses in their major area(s).**

### **Requirements:**

The Film Studies minor includes two required courses, as listed below, and four courses from the list of elective courses, for a total of at least 19 hours:

#### **1. Required Courses:**

- CMN 3530 - Film Communication Credits: 4
- ENG 3504 - Film and Literature. Credits: 3

#### **2. At least four of the following Elective Courses:**

- AFR 3300 - African Cinema. Credits: 3
- **CMN 2575 - Field Production. Credits: 3**
- CMN 3540 - Videography. Credits: 3
- CMN 4030 - Seminar. Credits: 3  
(See Footnote \*)
- **CMN 4500 Topics in Electronic Production. Credits: 3  
(See Footnote\*)**
- CMN 4540 - Advanced Video Production. Credits: 3
- EIU 4104G - World Film: Language and Culture in Film. Credits: 3
- EIU 4128G - Politics and Popular Culture Credits: 3
- EIU 4170G - History on Film. Credits: 3
- EIU 4192G - Film and Contemporary Society, Honors Credits: 4
- **ENG 2005 - Creative Writing: Drama. Credits: 3**
- ENG 3604 - Special Topics in Literature and Language, 1, 2, 3, 4. Credits: 3  
(See Footnote \*)
- **ENG 4764 - Play Writing. Credits: 3**
- **ENG 4904 - Studies in Film. Credits: 3**
- THA 3754G - American Theatre on Film. Credits: 3

### **Footnote:**

\*With the permission of the Film Studies Advisor

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**Attachment B**

**English Honors Program**

~~To be admitted to the Departmental Honors Program, students must have at least a 3.50 GPA and a major GPA of 3.50 on a 4.0 point scale after completing English 1001G/91G, 1002G/92G, 2205, and an additional English course or transfer equivalents. Students must also have the approval of the Dean of the Honors College, the Department Honors Coordinator, and the Department Chairperson.~~ **To be admitted to the Departmental Honors Program, students must have at least a 3.50 GPA and a major GPA of 3.50 on a 4.0 scale after completing English 1001G/91G, 1002G/92G and two additional EIU English courses or one EIU English course and one transfer equivalent. Students must also have the approval of the Dean of the Honors College, the Department Honors Coordinator, and the Department Chairperson.**

To apply to the English Honors Program, contact the Honors Director in the English Department.

Students in the English Honors Program must maintain an overall GPA of 3.50. Students who have been dismissed from the program because their overall GPA has fallen below 3.50 may petition for readmission. Students must raise their GPA to 3.50 and submit their petition to the Dean of the Honors College and Departmental Honors Coordinator.

**Departmental Honors Requirements**

Honors students must complete the following 12 semester hours with a 3.50 GPA:

- One 2000- or 3000-level English Honors course, excluding 2091G, 2099G, 3090G.
- One 5000-level Graduate Seminar (5000-5010). Credits: 3
- ENG 4444 - Honors Independent Study. Credits: 3
- ENG 4644 - Honors Thesis. Credits: 3