
Agenda for the February 9, 2012 CAA Meeting

Items approved: 12-07, Environmental Sustainability Interdisciplinary Minor (New Interdisciplinary Minor)
12-08, CMN 2020, Communication Research Methods (Revised Course; Added Technology Delivered)
12-09, CMN 2650, Introduction to Organizational Communication (Revised Course)
12-10, EIU 4172G, Communication, Organizations and their Environments (New Course)
12-11, EIU 4173G, Environmental Communication (New Course)

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)
12-12, ELE 4850, Exploring ELLs through Study Abroad/Study Away Experiences (New Course)

Council on Academic Affairs Minutes February 9, 2012

The February 9, 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, Dr. Reid, Ms. Ruholl, and Dr. White.

Members Absent: Dr. Throneburg.

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

Guest Present: Ms. Black, *Daily Eastern News*; Dr. Borzi, Communication Studies; Ms. Foster, *Daily Eastern News*; Dr. Gaines, Biological Sciences; Associate Dean Poulter, College of Arts & Humanities; and Dr. Sanders, Center for Academic Support & Assessment.

I. Approval of the January 26, 2012 CAA Meeting Minutes.

Dr. Reid moved and Ms. Gonzalez seconded the motion to approve the minutes. The minutes of January 26, 2012 were approved as written.

II. Communications:

a. Curriculum Committee Minutes:

1. Minutes of the January 27, 2012 College of Sciences Curriculum Committee meeting.

b. Executive Actions:

1. January 27, 2012 memorandum from Dean Obia, COS, requesting executive action to change the allowable hours for CHM 44001, 44002, 44003, and 44004.
2. January 30, 2012 memorandum from Dean Izadi, LCBAS, requesting executive action to revise the credit hours and prerequisites for AET 3414.
Dr. White had some questions regarding this executive action request and said he would inquire about it. The item will be held pending clarification.
3. February 6, 2012 memorandum from Dean Izadi, LCBAS, requesting executive action to add courses to the list of electives for the Entrepreneurship Minor.

c. Waiver Reports:

1. Academic Waiver Reports for January 2012 from Lumpkin College of Business & Applied Sciences, College of Arts & Humanities, College of Education & Professional Studies, and College of Sciences.

III. Other:**1. 2012 Integrative Learning Awards and a new Innovation Grant Program**

Provost Lord explained he had recently sent out a call for the Provost's 2012 Integrative Learning Awards and a new Innovation Grant Program. Also, he provided some background information and explained that last year's CAA Integrative Learning Subcommittee not only submitted award recommendations to him, but also included other suggestions including a recommendation to form a new Innovation Grant Program. As a result of those recommendations, Provost Lord said a new Innovation Grant Program was created.

In addition, at the meeting today, Provost Lord invited the council to form a subcommittee to review materials and make award recommendations for this year's Integrative Learning Awards. The following individuals volunteered:

- Ms. Melissa Caldwell (College of Arts & Humanities Representative)
- Ms. Aseret Gonzalez (Student Representative)
- Dr. Doug Klarup (College of Sciences Representative)
- Ms. Stacey Ruholl (College of Education & Professional Studies Representative)
- Dr. Larry White (Lumpkin College of Business & Applied Sciences Representative)

IV. Committee Reports:

1. Dr. Reid reported on the University's Online Learning Committee.

V. Early Alert System Presentation

1. Dr. Karla Sanders gave a presentation on the new Early Alert System, distributed handouts (See list below), and answered questions of the council members.

Handouts:

- Frequently Asked Questions (FAQs) about the Early Alert System.
- Early Alert Report

VI. Item Added to the Agenda:

1. 12-12, ELE 4850, Exploring ELLs through Study Abroad/Study Away Experiences (New Course)

Dr. Hoerschelmann moved and Ms. Eskew seconded the motion to add this item to the agenda.

VII. Items Acted Upon:**1. 12-07, Environmental Sustainability Interdisciplinary Minor (New Interdisciplinary Minor).**

Dr. Gaines presented the proposal and answered questions of the council. The council requested that the following statement be added to the catalog description: Existing prerequisites for courses must be satisfied.

Dr. Reid moved Ms. Clouston seconded the motion to approve the proposal. The motion passed unanimously.

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

2. 12-08, CMN 2020, Communication Research Methods (Revised Course; Added Technology Delivered).

Dr. Borzi presented the proposal and answered questions of the council. The council requested revisions to the proposal.

Dr. Reid left the meeting during the presentation and discussion of agenda item 12-08.

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

The proposal, with revisions, was approved, effective Summer 2012.

CMN 2020. Communication Research Methods. (3-0-3) On Demand. This course introduces students to the communication discipline through encountering its publications and resources. We will focus on the major areas of study and inquiry in communication studies, different research methods, and the use of APA style. Students will work on a variety of research and writing activities throughout the semester. WI

3. 12-09, CMN 2650, Introduction to Organizational Communication (Revised Course).

Dr. Borzi presented the proposal and answered questions of the council. The council requested revisions to the proposal.

Ms. Ruholl moved Ms. Green seconded the motion to approve the proposal. The motion passed unanimously.

The proposal, with revisions, was approved, effective Summer 2012.

CMN 2650. Introduction to Organizational Communication. (3-0-3) Organizational Communication. This course includes basic theories, structures and functions of communication in business and professional settings. It also includes effective leadership, decision making, and management of communication techniques.

4. 12-10, EIU 4172G, Communication, Organizations and their Environments (New Course).

Dr. Borzi presented the proposal and answered questions of the council. The council requested revisions to the proposal.

Dr. Hoerschelmann and Ms. Clouston left the meeting during the presentation and discussion of agenda item 12-10.

Dr. Klarup moved Dr. White seconded the motion to approve the proposal. The motion passed unanimously.

The proposal, with revisions, was approved, effective Spring 2013, *pending course fee approval.*

Note: EIU 4172G will be placed under the Senior Seminar segment of General Education.

EIU 4172G. Communication, Organizations and their Environments. (3-2-3) S, SU. Communication, Orgs/Environs. This course explores contemporary communication issues in organizations and how they (re)create themselves and their environment(s). Through an in-depth case study and a significant off-campus field experience students will conduct original research. Majors in Communication Studies are excluded. Prerequisite: Completion of 75 semester hours. WI

5. 12-11, EIU 4173G, Environmental Communication (New Course).

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

Dr. White moved Dr. Klarup seconded the motion to approve the proposal. The motion passed unanimously.

The proposal was approved, effective Summer 2012.

Note: EIU 4173G will be placed under the Senior Seminar segment of General Education.

EIU 4173G. Environmental Communication. (3-0-3) On Demand. This course investigates environmental communication, focusing on persuasive efforts by institutions, corporations, movement leaders, scientific experts, politicians and citizens to describe, persuade, and shape human interactions with the environment. Majors in Communication Studies are excluded. Prerequisite: Completion of 75 semester hours. WI

VIII. Other:

1. Dr. Mitchell indicated that he'd like to give the council an opportunity at an upcoming CAA meeting to discuss the Noel-Levitz Retention Opportunities Analysis Report he shared with council members at the January 26, 2012 CAA meeting.

IX. Pending:

1. 11-117, Review of Integration, Instructional Practices, and Effectiveness of EIU's Four University Learning Goals (Ongoing)
2. 11-132, Course Proposal Format Form (Revised Form)

X. Meeting Adjournment:

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

The meeting adjourned at 3:52 p.m.

The next meeting will be held at 3:00 p.m. on Thursday, February 16, 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 *******
February 16, 2012
Conference Room 4440 – Booth Library @ 3:00 p.m.

Agenda:

None at this time.

Pending:

1. 11-117, Review of Integration, Instructional Practices, and Effectiveness of EIU's Four University Learning Goals (Ongoing)
2. 11-132, Course Proposal Format Form (Revised Form)
3. 12-12, ELE 4850, Exploring ELLs through Study Abroad/Study Away Experiences (New Course)

Approved Executive Actions:

None.

Pending Executive Actions:

BAS

Effective Fall 2012

1. Revise the course credit hours and prerequisites for AET 3414.

AET 3414 - Selection and Management of Applied Engineering Projects. (4-0-4) (3-0-3) F, S. This course is designed to prepare students to analyze and evaluate the worth of products, systems, structures, and services in relation to their costs; develop and utilize network techniques such as PERT/CPM; schedule activities; develop project budgets; allocate resources; and control progress and costs of technical projects. Prerequisites and Notes: **MAT 2120G and AET 1323 or equivalent.** Credits: **4 3**

2. Add FCS 3740, 4320, 4345, and 4940 to the electives for the Entrepreneurship Minor.

Entrepreneurship Minor

Minor Electives (6 semester hours)

Two electives selected from the following:

- XXX 4275 Internship (an internship completed through an appropriate university department)*
- ACC 3400 - Introduction to Income Taxation. Credits: 3
- AET 4243 - Construction Project Management. Credits: 3
- AET 4800 - Management of Innovation and Technology. Credits: 3
(cross listed with MGT 4800)
- AET 4843 - Statistical Quality Assurance. Credits: 3
- AET 4943 - Manufacturing Management. Credits: 3
- BUS 3500 - Management Information Systems. Credits: 3
- CTE 3000 - Consumers in the Marketplace. Credits: 3
- FCS 3300 - Consumer Education. Credits: 3
- **FCS 3740 - Professional Hospitality Meeting Management. Credits 3**
- FCS 3756 - Community Nutrition Credits: 3
- **FCS 4320 - Destination Management. Credits: 3**
- **FCS 4345 - Advanced Lodging Administration. Credits: 3**
- FCS 4846 - Aging and the Family. Credits: 3
- FCS 4926 - Public Presentation Techniques. Credits: 3
- **FCS 4940 - Food Systems Management. Credits: 3**
- FIN 3740 - Real Estate Fundamentals. Credits: 3
- FIN 3900 - Risk and Insurance. Credits: 3
- FLF 3220 - French for Business. Credits: 3
- FLF 3304 - French Civilization. Credits: 3
- FLG 3200 - German Culture and Civilization. Credits: 3
- FLG 3330 - German for Business. Credits: 3
- FLS 3201 - Business Spanish. Credits: 3
- FLS 4310 - Civilization and Culture of Spain. Credits: 3
or FLS 4320
- MAR 3780 - Promotion Management. Credits: 3
- MAR 3875 - Retail Management. Credits: 3
- MAR 4470 - Professional Sales. Credits: 3
- MGT 3450 - Human Resource Management. Credits: 3
- MGT 3830 - Managerial Communications. Credits: 3
- MGT 4330 - Entrepreneurial Law. Credits: 3
- MGT 4800 - Management of Innovation and Technology. Credits: 3
(cross listed with AET 4800)
- MIS 3505 - Advanced Microcomputer Applications and Development. Credits: 3
- MIS 3515 - Information Presentation. Credits: 3
- MIS 3530 - Business Web Site Design. Credits: 3
- OPD 4860 - Facilitating Learning and Project Groups. Credits: 3
- OPD 4870 - Coaching and Mentoring for Critical Thinking in the Workplace. Credits: 3
- OPD 4880 - Productive Work Teams. Credits: 3

COS**Effective Fall 2012**

1. Revise the allowable hours for CHM 44001.

CHM 44001 - Undergraduate Research I. (~~Arr.-Arr.-1-6~~) (~~Arr.-Arr.-1-3~~) Laboratory or theoretical research in which the student works under the supervision of a faculty member. A written report is required. May be repeated once for credit and must be repeated prior to taking CHM 44002. Prerequisites and Notes: CHM 3500 or concurrent enrollment therein. Cumulative GPA of at least 2.50 (2.00 for chemistry majors with senior standing); permission of the instructor and department chairperson. A maximum of 3 semester hours from Undergraduate Research courses may be used toward chemistry major or minor requirements. Credits: ~~1 to 6~~ **1 to 3**

2. Change the allowable hours for CHM 44002.

CHM 44002 - Undergraduate Research II. (~~Arr.-Arr.-1-6~~) (~~Arr.-Arr.-1-3~~) Laboratory or theoretical research in which the student works under the supervision of a faculty member. A written report is required. May be repeated once for credit and must be repeated prior to taking CHM 44003. Prerequisites and Notes: CHM 3500 and two semesters of CHM 44001. Cumulative GPA of at least 2.50 (2.00 for chemistry majors with senior standing); permission of the instructor and department chairperson. A maximum of 3 semester hours from Undergraduate Research courses may be used toward chemistry major or minor requirements. Credits: ~~1 to 6~~ **1 to 3**

3. Amend the allowable hours for CHM 44003.

CHM 44003 - Undergraduate Research III. (~~Arr.-Arr.-1-6~~) (~~Arr.-Arr.-1-3~~) Laboratory or theoretical research in which the student works under the supervision of a faculty member. A written report is required. May be repeated once for credit and must be repeated prior to taking CHM 44004. Prerequisites and Notes: Two semesters of CHM 44002. Cumulative GPA of at least 2.50 (2.00 for chemistry majors with senior standing); permission of the instructor and department chairperson. A maximum of 3 semester hours from Undergraduate Research courses may be used toward chemistry major or minor requirements. Credits: ~~1 to 6~~ **1 to 3**

4. Update the allowable hours for CHM 44004.

CHM 44004 - Undergraduate Research IV. (~~Arr.-Arr.-1-6~~) (~~Arr.-Arr.-1-3~~) Laboratory or theoretical research in which the student works under the supervision of a faculty member. A written report is required. May be repeated once for credit. Prerequisites and Notes: Two semesters of CHM 44003. Cumulative GPA of at least 2.50 (2.00 for chemistry majors with senior standing); permission of the instructor and department chairperson. A maximum of 3 semester hours from Undergraduate Research courses may be used toward chemistry major or minor requirements. Credits: ~~1 to 6~~ **1 to 3**

Attachment A**Interdisciplinary Minor in Environmental Sustainability**

This minor provides students with the skill set needed to be competitive in a job market focused on the applications of environmental sustainability. Students will take courses in alternative energies and sustainability as well as biogeochemical aspects of environmental sustainability. The minor also provides examples of the applications of environmental sustainability to various social systems. **Existing prerequisites for courses must be satisfied.**

Total Semester Hours: 18**A. Six semester hours in:**

- AET 3253: Energy Technology 3 sh
- AET 3453: Alternative and Renewable Energy 3 sh
- AET 4873: Trends in Energy 3 sh
- AET 4453: Energy Sustainability 3 sh

B. Six semester hours, from two different departments (note: GEG & GEL are the same department)

- BIO 3850: Environmental Biology 3 sh
- BIO 4820: Resource Management and Environmental Assessment 4 sh
- CHM 4750: Environmental Chemistry 3 sh
- GEG 3330: Agricultural Geography 3 sh
- GEG 3320: Natural Resource Conservation 3 sh
- GEL 4850: Environmental Geology 3 sh

C. Six semester hours, from two different departments (at least one of which is ECN or PLS)

- ECN 2800: Economics of Social Issues 3 sh
OR ECN 3810: Economics of Natural Resources 3 sh
- GEG/ESC 3200: Human Impacts on the Environment 3 sh
- PLS 3763: Environmental Politics and Policy 3 sh
- SOC 3820: Environmental Sociology 3 sh
- SOC 3622: Population 3 sh