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## Agenda for the March 29, 2012 CAA Meeting

**Items Approved:** None.

**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)  
12-47, FIN 4500, Financial Planning Case Studies (New Course)  
12-48, Finance Major (Revised Major)  
12-49, PHY 1051G, Physics of the Modern World (Revised Course; Added Technology Delivered)

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### Council on Academic Affairs Minutes

March 29, 2012

The March 29, 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. 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. Herrington-Perry and Ms. Fopay.

**Guest Present:** Ms. Rodgers, *Daily Eastern News*.

#### I. Approval of the March 22, 2012 CAA Meeting Minutes.

Ms. Gonzalez moved and Dr. White seconded the motion to approve the minutes. The minutes of March 22, 2012 were approved as written.

#### II. Communications:

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

1. Minutes of the March 21, 2012 Lumpkin College of Business & Applied Sciences Curriculum Committee meeting.
2. Minutes of the March 23, 2012 College of Sciences Curriculum Committee meeting.  
*Dr. Throneburg explained that she had heard the College of Sciences Curriculum Committee (COSCC) had discussed course proposals coming to them with two course numbers for courses to be offered to both undergraduate and graduate students. The course numbers included a 3000-level number for undergraduate credit and a 5000-level number for graduate credit. CAA members had a discussion about it, whether the numbers should be split and numbered this way, the course numbering system and typical numbers assigned to undergraduate/graduate courses, and the possible reasons for assigning two course numbers to courses. In addition, the council discussed possibly addressing course numbers for undergraduate/graduate level courses when course proposals are brought to CAA and creating a communication to COSCC, with a copy to CGS, about it.*

##### b. Other:

1. March 20, 2012 email from Dr. Deborah Woodley, School of Technology, requesting that the executive action request for AET 3414 be removed from CAA's consideration.  
*Note: This executive item had been pending from the February 9 CAA meeting when there were questions about it. As a result of Dr. Woodley's communication above, the item was withdrawn from CAA's consideration.*

#### III. Committee Reports:

1. Dr. Lucas reported on the Taskforce on Electronic and Online Learning Committee. He indicated the committee met for the first time recently and that he will chair the committee.

#### IV. Other:

1. Ms. Gonzalez reported that next year Ms. Kaylia Eskew will serve as EIU's Student Vice President for Academic Affairs.

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

1. 12-47, FIN 4500, Financial Planning Case Studies (New Course)
2. 12-48, Finance Major (Revised Major)
3. 12-49, PHY 1051G, Physics of the Modern World (Revised Course; Added Technology Delivered)

Ms. Ruholl moved and Ms. Eskew seconded the motion to add these items to the agenda.

**VI. Items Acted Upon:**

None.

**VII. Other Business:**

1. The council briefly discussed the CAA Learning Goals Subcommittees. In addition, it was clarified that there will be two more subcommittee meetings this semester. Also, once the subcommittees' white papers are submitted, the CAA Executive Committee will resubmit the proposed revisions to the course proposal format form (agenda 11-132) to include references to the findings in the white papers, as well as the additional revisions requested by the council at the 1/12/12 CAA meeting.

**VIII. 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)

**IV. Meeting Adjournment:**

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

The meeting adjourned at 2:15 p.m.

The next meeting will be held at 3:00 p.m. on Thursday, April 5, 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 \*\*\*\*\*  
April 5, 2012  
Conference Room 4440 – Booth Library @ 3:00 p.m.

**Agenda:**

1. 12-47, FIN 4500, Financial Planning Case Studies (New Course)
2. 12-48, Finance Major (Revised Major)
3. 12-49, PHY 1051G, Physics of the Modern World (Revised Course; Added Technology Delivered)

**Approved Executive Actions:**

None.

**Pending Executive Actions:**

None.

**Withdrawn 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 2420G~~ and AET 1323 **or equivalent**. Credits: **4 3**