
Agenda for the January 23, 2014 CAA Meeting

Items Approved: 14-01, Undergraduate International Student Admission Policy (Revised Policy)
14-02, CHM 3025G, The Chemistry in Your Life (New Course)
14-05, BGS 3002, Critical Thinking and the Adult Learner (New Course)
14-06, General Studies (B.A.) (Revised Program)
14-07, General Studies: Option in Child Care Education (B.A.) (Revised Option)

Items Pending: 11-132R, Course Proposal Format Form (Revised Form)
14-03, Psychology Major (Revised Major)
14-04, Psychology Minor (Revised Minor)

Ongoing: Five-year plan regarding the University Learning Goals (For details concerning the plan, see agenda Item 13-83, CAA Learning Goals Committee's Recommendations & Resolution, which was approved by CAA at its 4/25/13 meeting)

Council on Academic Affairs Minutes

January 23, 2014

The January 23, 2014 meeting of the Council on Academic Affairs was held at 3:02 p.m. in the Arcola/Tuscola Room at the University Union.

Members Present: Ms. Ahmad, Dr. Anthony, Ms. Duffin, Ms. English, Ms. Green, Dr. Gronnvoll, Dr. Lucas, Dr. Reid, Dr. Ruholl, Dr. Throneburg, and Dr. White.

Members Absent: Ms. Binder and Dr. Rhoads.

Staff Present: Provost Lord and Ms. Fopay.

Guests Present: Ms. Pam Collins, School of Continuing Education; Dr. Carrie Johnson, General Studies Degree Program; Mr. Jack Cruikshank, *Daily Eastern News*; Dr. Mark McGuire, Chemistry; and Ms. Marilyn Thomas, International Students and Scholars.

Note: In Dr. Rhoads absence, Dr. Ruholl chaired today's meeting.

Ms. English introduced Ms. Shirmeen Ahmad who will serve on the council this semester as a student representative. She replaces Ms. Miranda Haywood.

I. Approval of the January 16, 2014 CAA Meeting Minutes.

Dr. Reid moved and Ms. English seconded the motion to approve the minutes with the following revisions:

1.) **Motion 1.A.b.**

Dr. Lucas moved and Dr. Ruholl **moved** **seconded the motion** to modify the amendments requested in **Motion 1.A.** as shown in **BLUE** below.

2.) **Motion 1.A.c.**

Dr. White moved and Dr. Lucas **moved** **seconded the motion** to make the following revisions to the amendments requested in **Motion 1.A.** and the revisions approved in **Motion 1.A.b.**

The minutes of January 16, 2014 were approved as amended above.

II. Communications:

a. College Grade Appeal Reports

1. Grade appeals reports from the Lumpkin College of Business & Applied Sciences, College of Arts & Humanities, College of Education & Professional Studies, and College of Sciences.

III. Committee Reports:

None.

IV. Selection of the Faculty Laureate Committee.

The following council members volunteered to serve on the Faculty Laureate Committee: Dr. Marita Gronnvoll, Ms. Kirstin Duffin, and Ms. Kathryn English. Dr. Gronnvoll will chair the committee.

In addition, it has been the practice for the previous year's faculty laureate to be part of the committee. Dr. Ruholl indicated that Dr. Mike Mulvaney, 2013 Faculty Laureate, is willing to serve on the committee.

Deadlines:

- February 21, 2014: CAA invites nominations for designation of Faculty Laureate
- March 25, 2014: Deadline for nominations for Faculty Laureate to be submitted to the Chair of the Faculty Laureate Committee.

V. Items to be Added to the Agenda:

None.

VI. Items Acted Upon:**1. 14-01, Undergraduate International Student Admission Policy (Revised Policy).**

Ms. Thomas presented the proposal and answered questions of the council.

Dr. Anthony moved and Dr. Reid seconded the motion to approve the proposal. The motion passed unanimously.

The proposal (**See Attachment A**) was approved, effective Fall 2014.

2. 14-02, CHM 3025G, The Chemistry in Your Life (New Course).

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

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

The proposal was approved, effective Summer 2014.

Note: This course will delete CHM 2040G. Also, this course will be placed under the Physical Science designation of the Scientific Awareness segment of General Education.

CHM 3025G. The Chemistry in Your Life. (3-0-3) This course will enable students to assess the molecular properties of chemicals commonly encountered in daily life and make judgments as to how these properties affect the behavior and functioning of these chemicals. Commercial and medicinal products such as detergents, personal care products, and prescription and over-the-counter medications will be discussed. In addition, chemical knowledge gained will be used to compare the "hype" of commercial products to their actual efficacies. No credit toward the major or minor in chemistry. The grade and credit hours for this course will be removed if a student already has credit for or is registered in CHM 2040. WA

3. 14-05, BGS 3002, Critical Thinking and the Adult Learner (New Course).

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

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

The proposal, with revisions, was approved, effective Fall 2014.

BGS 3002. Critical Thinking and the Adult Learner. (3-0-3) On Demand. Critical Think/Adult Learner. The course focuses on adult development, adult learning theory, the adult learning cycle and critical thinking as it relates to the students earning a general studies degree. Throughout the course, students will critically analyze and evaluate the course content as it applies to them as adult learners. At the end of this course, students will create a set of learning goals to help guide them through the BGS program. Course restricted to BGS students. Prerequisites: Prior completion (with a "C" or better) or concurrent enrollment in BGS 2985 and admission to the BGS Program. WI

4. 14-06, General Studies (B.A.) (Revised Program).

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

Ms. English and Ms. Ahmad left the meeting at 4:05 p.m.

Dr. Gronnvoll moved and Dr. Lucas seconded the motion to approve the proposal. The motion passed unanimously.

The proposal (**See Attachment B**), with revisions, was approved, effective Fall 2014.

5. 14-07, General Studies: Option in Child Care Education (B.A.) (Revised Option).

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

Dr. Anthony moved and Ms. Duffin seconded the motion to approve the proposal. The motion passed unanimously.

The proposal (**See Attachment C**), with revisions, was approved, effective Fall 2014.

VII. Pending:

1. 11-132R, Course Proposal Format Form (Revised Form)
2. 14-03, Psychology Major (Revised Major)
3. 14-04, Psychology Minor (Revised Minor)

VIII. Ongoing:

1. Five-year plan regarding the University Learning Goals (For details concerning the plan, see agenda Item 13-83, CAA Learning Goals Committee's Recommendations & Resolution, which was approved by CAA at its 4/25/13 meeting.)

IX. Meeting Adjournment:

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

The meeting adjourned at 4:15 p.m.

The January 30, 2014 meeting has been cancelled. The next CAA meeting – to be announced.

–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 *****
TO BE ANNOUNCED

Agenda:*Pending:*

1. 11-132R, Course Proposal Format Form (Revised Form)
2. 14-03, Psychology Major (Revised Major)
3. 14-04, Psychology Minor (Revised Minor)

Approved Executive Actions:**CAH****Effective Summer 2014**

1. Revise the prerequisite for CMN 4651.

CMN 4651 - Communication Training: Theory and Practice. (3-0-3) On Demand. An examination of how communication theories are used in the training environment. Emphasis is placed on the principles related to design, content, and delivery of programs that result in communication knowledge and skill development. Prerequisites and Notes: Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C" or better, and CMN 2030, 2650, 3470 and 3650 or permission of instructor. Credits: 3

COS**Effective Fall 2014**

1. Change the prerequisite for PSY 3820.

PSY 3820 - Cognitive Neuroscience. (3-0-3) F. Cognitive Neuroscience is the combined study of the brain and the mind. This course focuses on the brain as a biological computational device whose output can be studied from various perspectives that include cognition, genetics, and mathematics in addition to biology. Developmental processes and brain disorders that impair cognition will also be studied. Prerequisites and Notes: PSY 1879G and PSY 3310. Credits: 3

2. Revise the course description of PSY 3900A, 3900B, 3900D, 3900E

PSY 3900A - Independent Study in Psychology. (Arr.-Arr.-1-6) The study of topics in psychology through directed readings and individual instruction. Students planning to conduct conducting empirical research should enroll in PSY 4100A. **Approval of instructor is required prior to registration.** May be repeated once for credit and must be repeated prior to taking PSY 3900B. A maximum of three hours of Independent Study in Psychology (PSY 3900A-E) may be applied to the major in psychology. Credits: 1 to 6

PSY 3900B - Independent Study in Psychology. (Arr.-Arr.-1-6) The study of topics in psychology through directed readings and individual instruction. Students planning to conduct conducting empirical research should enroll in PSY 4100A. **Approval of instructor is required prior to registration.** May be repeated once for credit and must be repeated prior to taking PSY 3900D. A maximum of three hours of Independent Study in Psychology (PSY 3900A-E) may be applied to the major in psychology. Credits: 1 to 6

PSY 3900D - Independent Study in Psychology. (Arr.-Arr.-1-6) The study of topics in psychology through directed readings and individual instruction. Students planning to conduct conducting empirical research should enroll in PSY 4100A. **Approval of instructor is required prior to registration.** May be repeated once for credit and must be repeated prior to taking PSY 3900E. A maximum of three hours of Independent Study in Psychology (PSY 3900A-E) may be applied to the major in psychology. Credits: 1 to 6

PSY 3900E - Independent Study in Psychology. (Arr.-Arr.-1-6) The study of topics in psychology through directed readings and individual instruction. Students planning to conduct conducting empirical research should enroll in PSY 4100A. **Approval of instructor is required prior to registration.** May be repeated once for credit. A maximum of three hours of

Independent Study in Psychology (PSY 3900A-E) may be applied to the major in psychology.
Credits: 1 to 6

3. Update the course title and description for PSY 4100A, 4100B, 4100D, and 4100E.

PSY 4100A - ~~Supervised Research in Psychology~~. Undergraduate Research. (Arr.-Arr.-1-6) F or S. An opportunity to ~~design and conduct~~ **engage in** empirical research in psychology under the **close** guidance ~~and sponsorship~~ of a psychology faculty member. Approval of instructor is required prior to registration. May be repeated for credit once and must be repeated prior to taking PSY 4100B. A maximum of nine semester hours may be earned in **Supervised Undergraduate Research in Psychology** (PSY 4100A-E). A maximum of three hours of **Supervised Undergraduate Research in Psychology** (PSY 4100A-E) may be applied to the major in psychology. Prerequisites and Notes: PSY 2610 and PSY 3805 with a grade of C or better in both, or permission of the instructor. Credits: 1 to 6

PSY 4100B - ~~Supervised Research in Psychology~~. Undergraduate Research. (Arr.-Arr.-1-6) F or S. An opportunity to ~~design and conduct~~ **engage in** empirical research in psychology under the **close** guidance ~~and sponsorship~~ of a psychology faculty member. Approval of instructor is required prior to registration. May be repeated for credit once and must be repeated prior to taking PSY 4100D. A maximum of nine semester hours may be earned in **Supervised Undergraduate Research in Psychology** (PSY 4100A-E). A maximum of three hours of **Supervised Undergraduate Research in Psychology** (PSY 4100A-E) may be applied to the major in psychology. Prerequisites and Notes: PSY 2610 and PSY 3805 with a grade of C or better in both, or permission of the instructor. Credits: 1 to 6

PSY 4100D - ~~Supervised Research in Psychology~~. Undergraduate Research. (Arr.-Arr.-1-6) F or S. An opportunity to ~~design and conduct~~ **engage in** empirical research in psychology under the **close** guidance ~~and sponsorship~~ of a psychology faculty member. Approval of instructor is required prior to registration. May be repeated for credit once and must be repeated prior to taking PSY 4100E. A maximum of nine semester hours may be earned in **Supervised Undergraduate Research in Psychology** (PSY 4100A-E). A maximum of three hours of **Supervised Undergraduate Research in Psychology** (PSY 4100A-E) may be applied to the major in psychology. Prerequisites and Notes: PSY 2610 and PSY 3805 with a grade of C or better in both, or permission of the instructor. Credits: 1 to 6

PSY 4100E - ~~Supervised Research in Psychology~~. Undergraduate Research. (Arr.-Arr.-1-6) F or S. An opportunity to ~~design and conduct~~ **engage in** empirical research in psychology under the **close** guidance ~~and sponsorship~~ of a psychology faculty member. Approval of instructor is required prior to registration. May be repeated for credit once. A maximum of nine semester hours may be earned in **Supervised Undergraduate Research in Psychology** (PSY 4100A-E). A maximum of three hours of **Supervised Undergraduate Research in Psychology** (PSY 4100A-E) may be applied to the major ~~in Psychology~~. Prerequisites and Notes: PSY 2610 and PSY 3805 with a grade of C or better in both, or permission of the instructor. Credits: 1 to 6

4. Amend the course description and prerequisite language for PSY 4590

PSY 4590 - Psychology Seminar. (3-0-3) F, S. Specific areas within the discipline will be given intensive study through lectures, readings, reports, and discussion. The topic for each semester **and its prerequisites** will be announced in advance by the department chairperson Prerequisites and Notes: Major or minor in psychology **and other prerequisites that may vary by topic**. May be repeated with permission of the instructor. Credits: 3

Pending Executive Actions:

None.

Attachment A

International Applicants

Standard and Conditional Admission for Undergraduate Applicants

Undergraduate international applicants must submit a complete packet of admission materials to the Office of International Students and Scholars. A complete packet for undergraduate applicants includes an international application, an application fee, an approved financial affidavit form, official raised seal transcripts from high school and college (if applicable), and documentation of English mastery. The approved financial affidavit form must verify the applicant's financial status for study. For undergraduate applicants the raised seal transcript or original copy of national examinations must document completion of secondary education, comparable to that awarded by a United States high school. The high school transcript must also verify that the applicant earned a minimum GPA of 2.0 on a 4.0 scale. Official college or university transcripts (if applicable) for each institution previously attended are required to be considered for admission.

English language mastery for undergraduate applicants for admission may be documented in one of the following ways:

1. Submission of a score of 500 or higher on the paper-based Test of English as a Foreign Language (TOEFL), a score of 61 or higher on the internet-based TOEFL, or a minimum International English Language Testing System (IELTS) score of 6.0 (academic module).
2. Submission of evidence of residency in a nation whose official language is English.
3. Submission of evidence of successful completion of 24 semester hours of college credit at a regionally accredited college or university in the United States.
4. Submission of evidence of a Level 112, Certificate of Completion from an ELS Language Center located in the United States.
5. Submission of evidence of successful completion of three years of high school in the United States and an ACT composite standard score of at least 18 (SAT 860).
6. Submission of Completion of Grade Pre-1 on the STEP EIKEN Test.
7. Submission of a score 69 or higher on the Michigan English Language Assessment Battery (MELAB).
8. Submission of successful completion of two terms (one semester) of English for Academic Purposes 2 (Level 6) from the Center for English as a Second Language program (CESL) at Southern Illinois University – Carbondale.
9. Submission of Kaplan International Colleges Certificate of Achievement at the Proficiency Level.
10. Submission of successful completion of Level 9 at one of The Language Company centers in the United States
- 11. Submission of an overall assessment level of 4.5 on the iTEP Academic-Plus examination.**

Admission to EIU and an approved financial affidavit form are required in order for the Office of International Students and Scholars to issue SEVIS Form I-20 or DS-2019. Applicants who meet all of the requirements for admission, but do not meet the criteria for English mastery may be offered Conditional Admission.

Conditional admission may be offered to undergraduate international applicants who meet the criteria for admission to EIU except for English language mastery. Conditional admission is granted only by the Office of International Students and Scholars. Undergraduates with conditional admission status must provide evidence of meeting English language mastery to the Office of International Students and Scholars by submitting a score of 500 or higher on the paper-based TOEFL, a score of 61 or higher on the internet-based TOEFL, a minimum International English Language Testing System (IELTS) score of 6.0 (academic module) or completion of Level 112, Certificate of Completion from an ELS Language Center located in the United States prior to permission to enroll in classes.

Attachment B

General Studies (B.A.)

The School of Continuing Education Bachelor of Arts in General Studies Degree Program is an individualized, nontraditional program designed for learners with significant life and/or work experience. The program combines sound academic principles with advances in technology to facilitate degree completion. After admission to the program knowledge and skills acquired by prior learning outside of the traditional classroom, may be evaluated for academic credit.

Core Requirements

- 120 semester hours total
- 40 semester hours at the junior-senior level
- 20 semester hours taken from EIU
- 12 semester hours in Humanities/Fine Arts
- 12 semester hours in Social/Behavioral Sciences
- 12 semester hours in Scientific Awareness/Mathematics
- 6 semester hours in Communication/English
- 1 course in Cultural Diversity
- 1 Senior Seminar

In Addition Students Must:

- Complete BGS 2985, Adults in Transition*, **BGS 3002, Critical Thinking and the Adult Learner** and BGS 4001, Self-Directed Leadership;
- ~~Demonstrate writing competency;~~ **Complete Electronic Writing Portfolio (EWP) requirements;**
- Maintain a minimum 2.00 cumulative grade-point average.

* Students with 79 or greater lower division credits have the option of testing out of this by taking the Compass eWrite assessment and earning a score of a 9 or higher.

Notes:

1. A student must be admitted to this program by the Director of the Bachelor of Arts in General Studies Degree Program.
2. **Beginning Fall 2014 and thereafter, all students transferring into the BGS program from another EIU academic program must meet the BGS degree requirements for the catalog year they are admitted into the program.**
3. After the student is admitted to the program, only grades of "C" and above will be counted toward meeting graduation requirements. Grades of "D" and "F" earned after admission to the program will be included in the cumulative EIU grade point average, consistent with current EIU grade policy.
4. After admission to the program, students may use no more than five (5) one-credit-hour courses towards their degree.

Attachment C

General Studies: Option in Child Care Education (B.A.)

The Option in Child Care Education (known for publicity purposes as the ABC/Alternative Bachelor's in Child Care) is a cooperative effort of the School of Family and Consumer Sciences, the School of Continuing Education, and selected community colleges. Designed for nontraditional students who require flexible access to courses, it includes 60 hours of coursework offered primarily on weekends.

At the conclusion of their course of study, graduates are prepared to qualify for the Early Childhood Professional Level IV, as identified by the National Association for the Education of Young Children (NAEYC) and the Illinois Director Credential, as identified by the Illinois Network of Child Care Resource and Referral Agencies. The Option in Child Care Education meets the qualifications of the Illinois Director's Credential as an entitled program.

Criteria for Admission to the Option:

1. Admission to the University.
2. Admission to the BA in General Studies Program.
3. Completion of an associate's degree with a focus on Child Development/Education or a closely related field. Students completing associate degrees that do not meet the general education requirements of the BGS program may be required to complete additional coursework.
4. Documented employment of at least 30 hours per week in the child care field.

Option Requirements:

The option comprises a minimum of 60 hours of coursework, to include:

- Senior Seminar – Credits: 3
- Other courses needed to satisfy the core requirements of the BA in General Studies not met by the associate's degree.
- BGS 2985 - Adults in Transition. Credits: 2
- **BGS 3002 - Critical Thinking and the Adult Learner. Credits 3**
- BGS 4001 - Self-Directed Leadership. Credits: 3
- FCS 1121 - Food Service Sanitation. Credits: 1
- FCS 3300 - Consumer Education. Credits: 3
- FCS 3800 - Family Life Sex Education. Credits: 3
- FCS 3810 - Child Care Issues. Credits: 1
- FCS 3812 - Nutrition Topics for Child Care Professionals. Credits: 2
- FCS 4240 - Child Advocacy. Credits: 1
- FCS 4242 - Computer Use For Childcare Administrators. Credits: 2
- FCS 4244 - Working with Families of Children Identified as Exceptional. Credits: 3
- FCS 4246 - Curriculum for Child Care Homes and Centers. Credits: 3
- FCS 4250 - Designing and Managing Learning Environments in Early Childhood Programs. Credits: 2
- FCS 4256 - Working with School-Age Care Programs. Credits: 3
- FCS 4262 - Discipline and Guidance of Young Children. Credits: 2
- FCS 4264 - Child Care Programs: Development and Grant Writing. Credits: 3
- FCS 4275 - Internship. Credits: 3 to 9
- FCS 4680 - Family Systems and their Impact on Child Care. Credits: 3
- FCS 4685 - Developing Cultural Awareness in Young Children. Credits: 3
- FCS 4686 - Activity Planning to Facilitate Brain Development and Concept Formation in Infant, Toddler, and Preschool Children. Credits: 3
- FCS 4845 - The Family in Crisis. Credits: 3
- FCS 4854 - Parent/Child Study and Community Involvement. Credits: 3
- FCS 4859 - Administration of Child Care Programs. Credits: 3
- FCS 4860 - Addictions and the Family. Credits: 3

In Addition Students Must:

- Complete BGS 2985, Adults in Transition **BGS 302, Critical Thinking and the Adult Learner** and BGS 4001, Self-Directed Leadership ~~(It is considered a capstone course and is strongly recommended);~~
- ~~Demonstrate writing competency;~~ **Complete Electronic Writing Portfolio (EWP) requirements;**
- Maintain a minimum 2.00 cumulative grade-point average.

Note:

A "C" or better is required in these courses.