
Agenda for the May 1, 2014 CAA Meeting

Items Approved: 14-71, Gateway Program Admission Policy (Revised Policy)
14-77, ACT Requirement for the Gateway Program Admission (Revised Requirement)
14-78, BIO 4850 (replaces BIO 5372), Wildlife Techniques (New Course)
14-79, AET 4763, Rapid Prototyping Technology (New Course)
14-80, HST 3110, First Aid/CPR AED for the Health and Fitness Professional (New Course)

Items Pending: None.

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

May 1, 2014

The May 1, 2014 meeting of the Council on Academic Affairs was held at 3:00 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. Rhoads, Dr. Ruholl, Ms. Sage, Dr. Throneburg, and Dr. White.

Members Absent: None.

Staff Present: Provost Lord and Ms. Fopay.

Guests Present: Dr. Bates, Health Studies; Dr. Boonsuk, School of Technology; Dr. Bulla, Biological Sciences; Mr. Cruikshank, *Daily Eastern News*; Dr. Davenport, Minority Affairs; Dr. Deppe, Biological Sciences; Dean Jackman, College of Education & Professional Studies; Dr. Rose, ACE Fellow; and Dr. Tucker, Biological Sciences

I. Approval of the April 24, 2014 CAA Meeting Minutes.

Dr. White moved and Dr. Ruholl seconded the motion to approve the minutes. The minutes of April 24, 2014 were approved as written.

II. Communications:

a. College Curriculum Committee Minutes:

1. Minutes of the April 21, 2014 Lumpkin College of Business & Applied Sciences Curriculum Committee meeting.
2. Minutes of the April 28, 2014 Lumpkin College of Business & Applied Sciences Curriculum Committee electronic meeting.

b. Executive Actions:

1. April 21, 2014 memorandum from Interim Associate Dean Hild, CAH, requesting executive action to revise the Film Studies Minor.
2. April 25, 2014 memorandum from Dean Izadi, LCBAS, requesting executive action to modify the prerequisites for FCS 3853.

c. Other:

1. At last week's CAA meeting a rationale was requested for the corrections outlined in Dean Izadi's April 9, 2014 memorandum to the council concerning the proposal for the revised Family & Consumer Sciences Minor (agenda item 14-68) approved earlier in the semester. After the meeting Dr. Rhoads contacted Dean Izadi and requested a rationale. Subsequently, Dean Izadi submitted a rationale for the corrections in a memorandum to the council dated April 30, 2014. That memorandum was then distributed to the council members via email on April 30.

At the meeting today Dr. Rhoads asked the council members if they had any questions about the corrections now that a rationale had been provided. No questions were asked or concerns expressed. Therefore, the following corrections will be made:

Family and Consumer Sciences Minor

Total Hours: 18

Complete the following 6 semester hours:

- **FCS 1800 – Life Span Human Development. Credits: 3**
- FCS 2500 - Foundational Focus of Family and Consumer Sciences. Credits: 3
- ~~FCS 3500 – Professionalism in Family and Consumer Sciences. Credits: 3~~

III. Committee Reports:

None.

IV. Items Added to the Agenda:

1. 14-79, AET 4763, Rapid Prototyping Technology (New Course)
2. 14-80, HST 3110, First Aid/CPR AED for the Health and Fitness Professional (New Course)

Ms. English moved and Dr. Gronnvoll seconded the motion to add these items to the agenda.

Dr. Rhoads moved and Dr. Ruholl seconded the motion to suspend the CAA bylaws in order to act upon these items at today's meeting.

V. Items Acted Upon:

1. 14-71, Gateway Program Admission Policy (Revised Policy).

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

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

The proposal was approved, effective immediately.

Gateway Program

Students who do not meet regular admission requirements may be considered for admission to the Gateway Program. Admission is considered for beginning freshmen for the Fall Semester of each academic year. Maintaining a culturally diverse student body, including adequate representation of students in the total student body, is an educational goal of the University. The University measures annual progress toward its ultimate goal by increases in the percentage of underrepresented students in its student body. Underrepresented students include those who will be the first in their immediate family to obtain a college degree.

The University will consider applications from candidates who have an ACT composite standard score of at least 14 and who have a high school cumulative GPA of at least "C" (2.00 on a 4.00 scale) based on six or more semesters. This differential test score standard is intended to take account of the cultural bias associated with standard admission tests. Applicants must also meet the high school subject requirements specified for all entering freshmen. In addition to completing a program admission application, applicants must submit a writing sample and ~~three letters of recommendation from high school teachers and/or counselors~~ **(2) two recommendations [Gateway Recommendation Forms] from academic instructors, of which one may be from a guidance counselor** which provide evidence of the applicant's character, motivation, ability to overcome economic and educational disadvantage, work experience, and other relevant factors. An interview may be required and high school attendance patterns will be considered. Gateway is a limited enrollment program and meeting minimum academic guidelines does not guarantee admission.

2. 14-77, ACT Requirement for the Gateway Program Admission (Revised Requirement).

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

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

The proposal was approved, effective immediately.

Gateway Program

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The University will consider applications from candidates who have an ACT composite standard score of at least **14 16** and who have a high school cumulative GPA of at least "C" (2.00 on a 4.00 scale) based on six or more semesters. This differential test score standard is intended to take account of the cultural bias associated with standard admission tests. Applicants must also meet the high school subject requirements specified for all entering freshmen. In addition to completing a program admission application, applicants must submit a writing sample and (2) two recommendations [Gateway Recommendation Forms] from academic instructors, of which one may be from a guidance counselor which provide evidence of the applicant's character, motivation, ability to overcome economic and educational disadvantage, work experience, and other relevant factors. An interview may be required and high school attendance patterns will be considered. Gateway is a limited enrollment program and meeting minimum academic guidelines does not guarantee admission.

3. 14-78, BIO 4850 (replaces BIO 5372), Wildlife Techniques (New Course).

Dr. Deppe, Dr. Gordon and Dr. Bulla presented the proposal and answered questions of the council. The council requested revisions to the proposal.

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

The proposal, with revisions, was approved, effective Fall 2014, *pending course fee approval*. This course will replace BIO 5372. *Note: CGS approved this course at its meeting on April 29, 2014.*

BIO 4850. Wildlife Techniques. (2-3-3) F. Instruction in current field, lab and analytical techniques in wildlife biology. This will include: population and biodiversity estimation, capture and marking, behavioral observations, age estimation, condition assessment, biotelemetry, and habitat assessment. BIO 5372 and BIO 3960 are equivalent courses. Students will not be allowed to earn credit in BIO 4850 if they already have received credit for BIO 5372 or BIO 3960. Grade and credit hours for this course will be removed if student already has credit for those courses. Prerequisites: Junior-level standing and "C" or better in BIO 3950 or BIO 3800 or permission of instructor. BIO 4750 recommended. WI

4. 14-79, AET 4763, Rapid Prototyping Technology (New Course).

Dr. Boonsuk presented the proposal and answered questions of the council. The council requested a revision to the proposal.

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

The proposal, with revision, was approved, effective Spring 2015, *pending CGS and course fee approval.*

AET 4763. Rapid Prototyping Technology. (2-2-3) On Demand. Introduction to rapid prototyping (RP) processes and basic principles of rapid prototyping technology. This course will include a study of engineering design, product development processes, design for manufacturing, and reverse engineering technology. Prerequisite: AET 2043.

5. 14-80, HST 3110, First Aid/CPR AED for the Health and Fitness Professional (New Course).

Dr. Bates and Dr. Rhoads presented the proposal and answered questions of the council. In addition, Dr. Bates distributed copies of an updated version of the proposal and identified the following information which had been added to the proposal:

1. Assignments/activities were added to Part II, 2.
2. A lab components column was added to the table under the course outline.

The council requested a minor revision to the proposal.

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

The proposal, with revision, was approved, effective Fall 2014, *pending course fee approval.*

HST 3110. First Aid/CPR AED for the Health and Fitness Professional. (3-2-4) FA/CPR/AED Hlth/Fitness Prof. This course includes theory and practical application of comprehensive First Aid, CPR, AED and emergency response skills. It helps students recognize and respond appropriately to cardiac, breathing, and first aid emergencies, as well as prepare them for natural and man-made disasters. Upon successful completion of the course, students will receive certification in First Aid/CPR/AED from a nationally recognized agency. Students receiving credit for HST 3120 will not be allowed to receive credit for this course. This course is restricted to Kinesiology & Sports Studies majors in Exercise Science Option and Health Studies majors and minors.

VI. Other Business:**1. Election of the 2014-15 CAA Officers**

The election of officers did not take place at the meeting today as originally listed on the CAA agenda. Instead, the elections will take place at the May 8, 2014 CAA meeting since a meeting is needed then and that will be the last meeting of the spring semester.

2. Draft Newsletter Regarding the Revised Syllabus Policy

At the meeting today and via an email earlier today, Dr. Lucas distributed copies to the council members of a draft newsletter containing information about the revised syllabus policy. The newsletter was created as a result of a discussion which took place at last week's CAA meeting concerning ways to communicate with the campus community about new policies approved by CAA this year.

Also, Dr. Lucas provided an explanation of the draft newsletter and asked the council for its input regarding the newsletter before it was distributed to the campus community.

VII. Pending:

None.

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

The meeting adjourned 3:35 p.m.

The next meeting will be held at 10:15 a.m. on Thursday, May 8, 2014.

–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 *****
 May 8, 2014
 1895 Room – University Union @ 10:15 a.m.

Agenda:

None at this time.

Approved Executive Actions:

CAH

Effective Summer 2014

1. Change the credit hours for FLS 4650.

FLS 4650 - Topics in Hispanic Literature. (3-0-3) (3-0-1-3) F. Special topics in Hispanic literatures not ordinarily treated in standard courses. Topic and course outline will vary. WI Prerequisites & Notes: FLS 3000 or equivalent or consent of the Department Chairperson. Course may be repeated on a different topic with consent of the Department Chairperson. May be repeated once for a maximum combined credit of 6 semester hours. Each course taken must represent a different topic. Credits: **1 to 3**

2. Revise the credit hours for FLS 4650A.

FLS 4650A - Topics in Hispanic Literature. (3-0-3) (3-0-1-3) F. Special topics in Hispanic literatures not ordinarily treated in standard courses. Topic and course outline will vary. WI Prerequisites and Notes: FLS 3000 or equivalent or consent of the Department Chairperson. May be repeated once for a maximum combined credit of 6 semester hours. Each course taken must represent a different topic. Credits: **1 to 3**

3. Update the credit hours for FLS 4650B.

FLS 4650B - Topics in Hispanic Literature. (3-0-3) (3-0-1-3) F. Special topics in Hispanic literatures not ordinarily treated in standard courses. Topic and course outline will vary. WI Prerequisites and Notes: FLS 3000 or equivalent or consent of the Department Chairperson. May be repeated once for a maximum combined credit of 6 semester hours. Each course taken must represent a different topic. Credits: **1 to 3**

BAS**Effective Fall 2014**

1. Replace BUS 3470 with BUS 3100 in the Family & Consumer Sciences: Financial Literacy Concentration

Family & Consumer Sciences: Apparel & Textiles, Financial Literacy, Hospitality, and Merchandising Option (B.S.)

Financial Literacy Concentration (53 hours)

- BUS 2710 - Survey of Finance. Credits: 3
- ECN 2801G - Principles of Macroeconomics. Credits: 3 (Counted in General Education)
- FCS 1800 - Life Span Human Development. Credits: 3
- FCS 2100 - Personal Nutrition. Credits: 3
- FCS 2270 - Housing. Credits: 3
- FCS 3300 - Personal and Family Finance. Credits: 3
- FCS 4300 - Consumer Issues. Credits: 2
- FCS 4770 - Family Budgeting and Debt Management. Credits: 3
- FIN 3740 - Real Estate Fundamentals. Credits: 3
- FIN 3900 - Risk and Insurance. Credits: 3

Select 15 additional semester hours from the following courses:

- BUS 2102 - Managerial Accounting. Credits: 3
- BUS 2750 - Legal and Social Environment of Business. Credits: 3
- BUS 2810 - Business Statistics I. Credits: 3
- BUS 3200 - International Business Credits: 3
- BUS 3010 - Management and Organizational Behavior. Credits: 3
- **BUS 3100 Survey of Marketing Principles**
- ~~BUS 3470 - Principles of Marketing. Credits: 3~~
- BUS 3500 - Management Information Systems. Credits: 3
- ENT 3300 - Foundations of Entrepreneurship. Credits: 3
- FIN 3720 - Investments. Credits: 3
- FIN 3750 - Management of Financial Institutions. Credits: 3
- MAR 3720 - Consumer Behavior. Credits: 3
- MAR 3780 - Promotion Management. Credits: 3
- MAR 3875 - Retail Management. Credits: 3
- MAR 4490 - International Marketing. Credits: 3
- MIS 2000 - Information Systems Careers and Logic Skills. Credits: 3
- MIS 3200 - Networking Fundamentals. Credits: 3
- MIS 3505 - Advanced Microcomputer Applications and Development. Credits: 3
- MIS 3515 - Information Presentation. Credits: 3
- MIS 3530 - Business Web Site Design. Credits: 3
- MGT 3450 - Human Resource Management. Credits: 3

*Students may substitute BUS 3470 for BUS 3100

Select 9 additional semester hours from the following courses:

- FCS 2800 - Family Relationships. Credits: 3
- FCS 4230 - Special Topics in Family and Consumer Sciences. Credits: 1 to 3
- FCS 4235 - International Special Topics in Family and Consumer Sciences. Credits: 1 to 3
- FCS 4840 - The Disadvantaged Family. Credits: 3
- FCS 4845 - The Family in Crisis. Credits: 3
- FCS 4846 - Aging and the Family. Credits: 3
- FCS 4860 - Addictions and the Family. Credits: 3

COS**Effective Fall 2014**

1. Revise the prerequisites for BIO 4820.

BIO 4820 - Spatial Analysis for Environmental Sciences. (3-3-4) F. An introduction to how spatial data are synthesized and interpreted in the environmental sciences. The course will focus on interpretation of remotely sensed data, point pattern analysis, and digital elevation models. Students will become familiar using appropriate software such as Geographic Information Systems (GIS), statistical and modeling software. Prerequisites and Notes: **BIO 3800 or p** **Permission** of the instructor. Credits: 4

2. Amend the prerequisites for BIO 4840.

BIO 4840 - Resource Management and Environmental Assessment. (2-3-3) S. This course will explore the concepts in natural resource management including data acquisition and how environmental regulations are used in integrated ecological assessments at the federal and state level. Prerequisites & Notes: **BIO 3800 or p** **Permission** of the instructor. Credits: 3

Pending Executive Actions:**CAH****Effective Fall 2014**

1. Revise the Film Studies Minor.

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 three required film-centered courses (Film Studies 3759G, "History of Cinema", Communication Studies 3530, "Film Communication," and **English 3504, "Film and Literature"** **English 4904, "Studies in Film."**) and a core list of courses with film-specific content. 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. Including required courses, students may count no more than two courses in their major area(s).

Requirements:

The Film Studies minor includes three required courses, as listed below, and three 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~~
- **ENG 4904 - Studies in Film. Credits: 3**
- FILM 3759G - History of Cinema. Credits: 3

2. At least three of the following Elective Courses:

- AFR 3300 - African Cinema. Credits: 3
- CMN 2575 - Field Production. Credits: 3
- CMN 3540 - Videography. Credits: 3
- CMN 4030A - Seminar I. Credits: 3
or CMN 4030B or CMN 4030D or CMN 4030E
(See Footnote *)
- CMN 4500A - Topics in Electronic Media Production I. Credits: 3
or CMN 4500B or CMN 4500D or CMN 4500E
(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 3504 - Film and Literature. Credits: 3**
- ENG 3604A - Special Topics in Literature and Language. Credits: 3
or ENG 3604B or ENG 3604D or ENG 3604E
(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

BAS

Effective Spring 2015

1. Revise the course prerequisites for FCS 3853.

FCS 3853 - Practicum in Child Development. (1-4-3) F, S. A laboratory experience focused on the physical, emotional, social, and cognitive development of the older toddler and preschool-age child. Includes program organization, child and group guidance, parent-teacher relationships, naturalistic observation, and child study. WI Prerequisites and Notes: FCS 2850 or ~~ELE 2320 or 2321~~ or PSY 3515 or permission of the instructor. Credits: 3