
Agenda for the October 8, 2015 CAA Meeting

Items Approved: 15-134, MIS 4850, Systems Security (Revised Course)

Items Pending: 15-104, Review of the Faculty Laureate Award Nomination Process and Procedures
15-135, PHI 3080, Medical Ethics (New Course)
15-136, CMN 2920, Introduction to Public Relations (Revised Course)
15-137, CMN 3020, Public Relations Research, Evaluation, and Measurement (New Course)
15-138, CMN 3960, Public Relations Writing and Production (Revised Course)
15-139, CMN 3965, Advanced Public Relations Writing and Production (New Course)
15-140, CMN 4919, Principles and Practices of Public Relations Campaigns (Revised Course)
15-141, CMN 4920, Public Relations Case Studies (Revised Course)
15-142, CMN 4921A, B, D, E, Seminar in Public Relations (New Course)
15-143, B.A. in Public Relations (New Major)

Ongoing: Multi-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

October 8, 2015

The October 8, 2015 meeting of the Council on Academic Affairs was held at 2:02 p.m. in the Room 4440 at Booth Library.

Members Present: Dr. Anthony, Mr. Ayt, Dr. Bruehler, Dr. Martinez, Dr. Reid, Dr. Ruholl, Ms. Smith, Dr. Throneburg, and Dr. White

Members Absent: Ms. Duffin, Dr. Gronnvoll, and Mr. Simpson.

Staff Present: Provost Lord and Ms. Fopay.

Guests Present: Ms. Cassie Buchman, *Daily Eastern News*; and Dr. Kurt Olausen, Study Abroad.

I. Approval of the October 1, 2015 CAA Meeting Minutes.

Dr. Reid moved and Dr. Anthony seconded the motion to approve the minutes. The minutes of October 1, 2015, were approved as written.

II. Communications:

a. College Curriculum Committee Minutes:

1. Minutes of the October 2, 2015 College of Sciences Curriculum Committee meeting.

b. Executive Actions:

1. September 21, 2015 memorandum from Dean Ornes, COS, requesting executive action to revise the prerequisites for SOC 4900.
2. September 28, 2015 memorandum from Dean Jackman, CEPS, requesting executive action to change the course credit hours for HST 3100 from "3-1-3" to "3-0-3" and remove the 50-minute lab component for that course.
3. October 5, 2015 memorandum from Dean Izadi, LCBAS, requesting executive action to revise the prerequisites for FCS 3120, 3755, 4750, and 4751.

c. Waiver Reports:

1. Academic Waiver Reports for September 2015 from Lumpkin College of Business & Applied Sciences, College of Arts & Humanities, College of Education & Professional Studies, and College of Sciences.

III. Committee Reports:

None.

IV. Items Added to the Agenda:

1. 15-135, PHI 3080, Medical Ethics (New Course)
2. 15-136, CMN 2920, Introduction to Public Relations (Revised Course)
3. 15-137, CMN 3020, Public Relations Research, Evaluation, and Measurement (New Course)
4. 15-138, CMN 3960, Public Relations Writing and Production (Revised Course)
5. 15-139, CMN 3965, Advanced Public Relations Writing and Production (New Course)
6. 15-140, CMN 4919, Principles and Practices of Public Relations Campaigns (Revised Course)
7. 15-141, CMN 4920, Public Relations Case Studies (Revised Course)
8. 15-142, CMN 4921A, B, D, E, Seminar in Public Relations (New Course)
9. 15-143, B.A. in Public Relations (New Major)

Dr. Reid moved and Ms. Smith seconded the motion to add these items to the agenda.

V. Item Acted Upon:**1. 15-134, MIS 4850, Systems Security (Revised Course).**

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

Dr. Martinez arrived at 2:05 p.m. during the presentation.

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

The proposal was approved, effective Spring 2016, *pending CGS approval*.

MIS 4850. Systems Security. (3-0-3) On Demand. Study of theories, principles and techniques of information systems security. The course covers basic security concepts, communications security, infrastructure security, cryptography, as well as operational and organizational security. Prerequisite: A grade of "C" or better in BUS 3500 or ACC 3900 or permission of the Associate Chair.

VI. Other:

1. Dr. Kurt Olausen, Study Abroad Office, was invited to attend today's meeting to discuss the Study Abroad course approval process and a previous request for an annual report.*

*NOTE: The request for an annual report stems back to discussions in 2011 when an Ad Hoc committee of CAA requested an annual report from the Study Abroad Office regarding study abroad courses. In response to the request back then, Dr. Augustine, former Dean of the Graduate School & International Programs, [submitted a memo](#) indicating he and Ms. Wendy Williamson, former Director of Study Abroad, supported the request to provide an annual report to CAA (See the excerpt below from the memorandum which was discussed at the [October 20, 2011 CAA meeting](#).) However, subsequently there were staff changes in the Study Abroad Office and the request for an annual report got lost. As a result, a report was never submitted to CAA.

"After careful examination, Wendy Williamson, Director of Study Abroad, and I believe that an effective way for the Study Abroad Office to support the request of the Council on Academic Affairs Subcommittee is to provide an annual report to the Council on Academic Affairs that outlines each of the newly approved Unique Study Abroad Courses. The report will include a summary of the learning objectives aligned with each course and the course substitutions approved for the Unique Courses. The Unique Study Abroad Course Report will be provided in April of each Spring Term immediately following approval of the new courses by the International Education Council. I met with Dr. Rebecca Throneburg, who originally served on the Subcommittee, and she supported the provision of an annual report as an effective tool for keeping the Council on Academic Affairs updated on the Unique Course Program."

At the meeting today, Dr. Olausen, answered questions of the council, distributed a copy of the [study abroad course approval form with instructions](#), and explained that, until recently, he was not aware of the request for an annual report. Some of the council members, who had also been members back in

2011, provided background information for the reasoning behind the initial request for a report and an explanation of the information they would like to see in it. Dr. Olausen said he would submit a report to the council next spring. Also, he would take into consideration the council's suggestion to include a link from the Study Abroad Office's website to Study Abroad course proposal forms and course syllabi.

VII. Upcoming IBHE Program Review Presentations:

October 15	B.Mus. in Music
October 15	B.A. in Economics
October 22	B.S. in Africana Studies
October 29	B.A. in Art
October 29	B.F.A. in Art

VIII. Pending:

- 15-104, Review of the Faculty Laureate Award Nomination Process and Procedures.

IX. Ongoing:

- Multi-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.)

X. Meeting Adjournment:

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

The meeting adjourned 2:28 p.m.

The next meeting will be held at 2:00 p.m. on Thursday, October 15, 2015.

–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 *****
October 15, 2015
Room 4440, Booth Library @ 2:00 p.m.

Agenda:

- B.Mus. in Music Program Review Presentation
- B.A. in Economics Program Review Presentation
- 15-135, PHI 3080, Medical Ethics (New Course)
- 15-136, CMN 2920, Introduction to Public Relations (Revised Course)
- 15-137, CMN 3020, Public Relations Research, Evaluation, and Measurement (New Course)
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- 15-143, B.A. in Public Relations (New Major)

Approved Executive Actions:

None.

Pending Executive Actions:**BAS****Effective Spring 2016**

1. Update the course prerequisites and add a restriction for FCS 3120.

FCS 3120 - Food Science. (2-4-4) S. Scientific principles underlying food preparation and processing; principles of experimental methodology as applied to food science. WI Prerequisites and Notes: ~~CHM 2430~~, FCS 1120, FCS 1121, and ~~MAT 2250G~~ **CHM 1410/1415. Enrollment restricted to declared BS in FCS: Dietetics Option students.** Credits: 4

2. Revise the course prerequisites and add a restriction for FCS 3755.

FCS 3755 - Nutrition Across the Lifespan. (3-0-3) F. Concepts of normal human nutrition with emphasis on nutrient needs throughout the lifespan. Prerequisites and Notes: FCS 2100, ~~CHM 1410G~~, ~~CHM 1415G~~, BIO 2001G. **Enrollment restricted to declared BS in FCS: Dietetics Option students.** Credits: 3

3. Amend the course prerequisites and add a restriction for FCS 4750.

FCS 4750 - Advanced Human Nutrition. (3-0-3) S. Emphasis on biochemical functions of nutrients in the study of human nutrition. Prerequisites and Notes: CHM ~~1310G~~, ~~1315G~~, 1410, 1415 and ~~2430~~; FCS ~~2100~~ and ~~3755~~; and ~~BIO 2001G~~; or permission of instructor. **Enrollment restricted to declared BS in FCS: Dietetics Option students.** Credits: 3

4. Change the course prerequisites and add a restriction for FCS 4751.

FCS 4751 - Nutrition Therapy. (4-0-4) F. Application of the science of nutrition to the maintenance of optimum health and the role of nutrition in the prevention and treatment of disease. Prerequisites and Notes: ~~CHM 2430~~, **CHM 1410**, **CHM 1415G**, and ~~FCS 2100~~, and FCS 3755, **or permission of the instructor. Enrollment restricted to declared BS in FCS: Dietetics Option students.** Credits: 4

CEPS**Effective Spring 2016**

1. Change the credit hours for HST 3100 from "3-1-3" to "3-0-3" and remove the 50-minute lab component from that course.

HST 3100 - Disasters and Public Health: Planning and Response. (3-1-3) (3-0-3) S. Disasters and Public Health. This course addresses the special needs of Community and Public Health professionals in response to incidents that have been caused by natural or manmade disasters. Subjects covered include preparedness and response to disasters threats, hazard mitigation, home/workplace preparedness, community preparedness, and protection for disaster workers. Students completing the course requirements will become certified as a member of the Community Emergency Response Team (CERT). Credits: 3

COS**Effective Spring 2016**

1. Revise the prerequisites for SOC 4900.

SOC 4900 - Current Issues in Sociology. (3-0-3) F, S. Analysis of selected current social problems. Restricted to majors in Sociology and Social Science. Prerequisites and Notes: **ANT 2200G**, **SOC 2000**, **SOC 2721**, SOC 3050, **SOC 3620**, and **SOC 3630**; sociology core GPA of 2.00; senior standing except with permission of the instructor. Credits: 3