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*Agenda for the March 20, 2008 CAA Meeting*

**Items approved:** None.

**Items Pending:** 07-83, Proposal for Electronic Voting at CAA Meetings  
07-87, Voluntary Submission of Mid-Term Grades for Upper-Division Courses  
08-08, FCS 3810, Child Care Issues (New Course)  
08-09, FCS 3812, Nutrition Topics for Child Care Professionals (New Course)  
08-10, FCS 3814, Establishing a Center/Family Child Care (New Course)  
08-11, FCS 3816, Children and Loss (New Course)  
08-12, FCS 4240, Child Advocacy (New Course)  
08-13, FCS 4242, Computer Use for Child Care Administration (New Course)  
08-14, FCS 4244, Working with Families of Children Identified as Exceptional (New Course)  
08-15, FCS 4246, Curriculum for Homes and Centers (New Course)  
08-16, FCS 4248, Family: Child/Home (New Course)  
08-17, FCS 4250, Designing and Managing Learning Environments in Early Childhood Programs (New Course)  
08-18, FCS 4252, Professionalism in Early Childhood Environments (New Course)  
08-19, FCS 4254, Early Childhood Program Base (New Course)  
08-20, FCS 4256, Working with School-age Care Programs (New Course)  
08-21, FCS 4258, Using Technology in Early Childhood Environments to Enhance Children's Learning (New Course)  
08-22, FCS 4260, Personal and Professional Self-Awareness for the Early Childhood Professional (New Course)  
08-23, FCS 4262, Discipline and Guidance of Young Children (New Course)  
08-24, FCS 4264, Child Care Programs: Marketing and Grant Writing (New Course)  
08-25, FCS 4680, Family Systems and their Impact on Child Care (New Course)  
08-26, FCS 4685, Developing Cultural Awareness in Young Children (New Course)  
08-27, FCS 4686, Activity Planning to Facilitate Brain Development and Concept Formation in Infants and Young Children (New Course)  
08-29, Asian Studies Minor (Revised Interdisciplinary Minor)  
08-30, BGS 3010, Global Diversity (New Course)  
08-31, BGS 4001, Values-Based Leadership (New Course)  
08-32, B.A. in General Studies Degree Program (Revised Program Requirements)  
08-34, Interdisciplinary Minor in Environmental Studies (New Interdisciplinary Minor)  
08-35, Proposal to modify the EIU Foreign Language Graduation Requirement (Revised Graduation Requirement)  
Senior Seminar Review Committee (Ongoing)  
08-33, Proposal requesting CAA to consider recognizing the Academic Advising representative serving on CAA as a voting member  
Ad Hoc Committee on Writing Across the Curriculum (Ongoing)  
Professor Laureate Selection Subcommittee (Ongoing)

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**Council on Academic Affairs**

**Minutes**

*March 20, 2008*

The March 20, 2008 meeting of the Council on Academic Affairs was held at 2:04 p.m. in Room 4440 Booth Library.

**Members Present:** Dr. Bower, Dr. Campbell, Dr. Dietz, Ms. Dilworth, Ms. Green, Dr. Hendrickson, Dr. Hyder, Ms. Kostelich, Ms. Montleon, Dr. Reid, Dr. Roszkowski, Dr. Stowell, and Ms. Wyatt.

**Members Absent:** None.

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

**Guests Present:** Dr. Curry, Faculty Senate; Ms. Dailey, Academic Advising Center; Dr. Higelmire, Recreation Administration; Mr. Isacson, Academic Advising Center; Associate Dean Lynch, College of Arts & Humanities; Ms. Maheshwari, Graduate Assistant, ELE, and Intern, Academic Advising Center; Ms. Reed, Academic Advising Center; Dr. Richard, Communication Disorders & Sciences; Mr. Schultz, Academic Advising Center; Ms. Sterling, Academic Advising Center; and Ms. Zeigler, Academic Advising Center.

**I. Program Review Presentations**

**1. B.S. in Recreation Administration.**

Dr. Higelmire gave an overview of the B.S. in Recreation Administration Program. He addressed each question listed on the document "Questions to Guide CAA's IBHE Program Review Discussion." In addition, he answered questions of the council.

Ms. Wyatt arrived at the meeting at 2:12 p.m.

**2. B.S. in Communication Disorders and Sciences**

Dr. Richard distributed a handout and gave a Power Point presentation regarding the B.S. in Communication Disorders and Sciences Program. She addressed the questions listed on the document "Questions to Guide CAA's IBHE Program Review Discussion." In addition, she answered questions of the council.

**II. Approval of the March 6, 2008 CAA Meeting Minutes.**

The minutes of March 6, 2008 were approved as written.

**III. Communications:**

**a. Waiver Reports:**

1. Academic Waiver Reports for February 2008 from the College of Education & Professional Studies and College of Sciences.

**b. Other:**

1. Dr. Reid distributed a handout at today's meeting. She noted that it was a preliminary report of in-progress work being done by CAA's ad hoc committee addressing the importance of writing across the curriculum. In addition, she explained that she had met with Faculty Senate at its meeting on 3/18/08. She highlighted what she discussed at that meeting, as well as noted she had shared the preliminary report with the Faculty Senate members. Finally, she indicated that the ad hoc committee should have a formal recommendation to bring to CAA by the end of the semester.

Dr. Roszkowski reported that she had also been invited to the 3/18/08 Faculty Senate meeting. At that meeting she spoke on behalf of CAA and gave an overview of what CAA has been doing.

**IV. Committee Reports:**

1. Dr. Hyder indicated that there will be a Textbook Rental Service Advisory Committee meeting in April. If anyone has agenda items for that committee, please feel free to share them with Dr. Hyder.

The agenda order was revised at this point.

Dr. Roszkowski asked the guests at the meeting to introduce themselves.

**V. Item Acted Upon:**

1. **08-33, Proposal requesting CAA to consider recognizing the Academic Advising representative serving on CAA as a voting member.**

Dr. Hyder presented the proposal and council members discussed the item. In addition, guests provided input. Dr. Dietz moved and Ms. Dilworth seconded the motion to approve the proposal. Voting was postponed until the March 27, 2008 CAA meeting.

Dr. Dietz left the meeting at 3:36 p.m.

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

1. 08-34, Interdisciplinary Minor in Environmental Studies (New Interdisciplinary Minor)
2. 08-35, Proposal to modify the EIU Foreign Language Graduation Requirement (Revised Graduation Requirement)

Dr. Bower moved and Ms. Wyatt seconded the motion to add these items to the agenda.

**VII. Pending:**

1. 07-83, Proposal for Electronic Voting at CAA Meetings
2. 07-87, Voluntary Submission of Mid-Term Grades for Upper-Division Courses
3. 08-08, FCS 3810, Child Care Issues (New Course)
4. 08-09, FCS 3812, Nutrition Topics for Child Care Professionals (New Course)

5. 08-10, FCS 3814, Establishing a Center/Family Child Care (New Course)
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18. 08-23, FCS 4262, Discipline and Guidance of Young Children (New Course)
19. 08-24 FCS 4264, Child Care Programs: Marketing and Grant Writing (New Course)
20. 08-25, FCS 4680, Family Systems and their Impact on Child Care (New Course)
21. 08-26, FCS 4685, Developing Cultural Awareness in Young Children (New Course)
22. 08-27, FCS 4686, Activity Planning to Facilitate Brain Development and Concept Formation in Infants and Young Children (New Course)
23. 08-29, Asian Studies Minor (Revised Interdisciplinary Minor)
24. 08-30, BGS 3010, Global Diversity (New Course)
25. 08-31, BGS 4001, Values-Based Leadership (New Course)
26. 08-32, B.A. in General Studies Degree Program (Revised Program Requirements)
27. Senior Seminar Review Committee (Ongoing)
28. Ad Hoc Committee on Writing Across the Curriculum (Ongoing)
29. Professor Laureate Selection Subcommittee (Ongoing)

The next meeting will be held Thursday, March 27, 2008.

The meeting adjourned at 3:40 p.m. *–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 the <http://www.eiu.edu/~eiucaa/elibrary/>.

\*\*\*\*\* ANNOUNCEMENT OF RETENTION FORUM \*\*\*\*\*  
 March 27, 2008  
 Conference Room 4440 – Booth Library @ 2:00 p.m.

**Agenda:**

1. B.A. in Theatre Arts Program Review Presentation
2. B.A. in Sociology Program Review Presentation
3. 08-34, Interdisciplinary Minor in Environmental Studies (New Interdisciplinary Minor)
4. 08-33, Proposal requesting CAA to consider recognizing the Academic Advising representative serving on CAA as a voting member.
5. 08-29, Asian Studies Minor (Revised Interdisciplinary Minor)
6. 08-30, BGS 3010, Global Diversity (New Course)
7. 08-31, BGS 4001, Values-Based Leadership (New Course)
8. 08-32, B.A. in General Studies Degree Program (Revised Program Requirements)
9. 07-83, Proposal for Electronic Voting at CAA Meetings

**Approved Executive Actions:****BAS****Effective Spring 2008**

1. Designate FIN 4740 as a writing-intensive course.

**4740 FIN Independent Study (Arr.-Arr.-1-3)** Intensive investigation of a topic under the supervision of an instructor. Enrollment is by application. Prerequisite: Admission to the School of Business, BUS 3710, senior standing, cumulative grade-point average of 3.0 or higher, consent of the supervising instructor and approval of a completed application by the Associate Chair, School of Business, prior to registration. **WI**

**CEPS****Effective Spring 2009**

1. Revise the course description of ELE 2321.

**2321 ELE Child Growth and Development. (3-1-3) F, S.** A study of characteristics of children from before birth to the middle grades. Ways for teachers and other caregivers to respond to their needs and learning styles. Fifteen clock hours of clinical experience in preschool through primary level classrooms **and child care centers. ECE 912**

2. Revise the course prerequisites for REC 4275.

**4275 REC Internship. (Arr.-Arr.-6) (Credit/No Credit)** A field experience to include full-time assignment to an established recreation program. Prerequisite: **REC 3550 or 3551. Must have completed all other core courses in the Recreation Administration major or permission of the Chair or Internship Coordinator, and; have at least a 2.0 GPA overall and in the major.**

3. Change the course title for PED 4900.

**4900 PED Special Topics in Exercise Physiology Kinesiology and Sports Studies. (1-0-1) F, S.** Study of special topics and contemporary issues and trends in Exercise Physiology. May be repeated with different topics for up to three undergraduate and/or three graduate credits with permission of advisor or Department Chairperson. Prerequisite: Grade of "C" or better in BIO 2001G, PED 2440, and 4340; or permission of the Department Chair.

**Pending Executive Actions:**

None.