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*Agenda for the February 19, 2009 CAA Meeting*

**Items approved:** 07-87, Voluntary Submission of Mid-Term Grades for Upper-Division Courses  
09-08, EIU 4291G, Pop Culture Economics, Honors (New Course)  
09-09, Request for Change in the University and Departmental Honors Requirements

**Items Pending:** 09-10, NUR 3403, Cultural Competence in Health Care (New Course)  
09-11, RN to BS in Nursing Program (Revised Major)  
09-12, Marketing Major (Revised Major)  
09-13, Proposal to Add a New Requirement for Graduation: Writing-Intensive and/or Writing Centered Course Completion  
Charge to the Ad Hoc Committee on Cultural Diversity to propose guidelines for cultural diversity designated courses  
Professor Laureate Committee (Ongoing)  
Senior Seminar Review Committee, reconstituted 1/22/09 (Ongoing)

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**Council on Academic Affairs  
Minutes  
February 19, 2009**

The February 19, 2009 meeting of the Council on Academic Affairs was held at 2:00 p.m. in Room 4440, Booth Library.

**Members Present:** Dr. Bower, Dr. Campbell, Ms. Dilworth, Ms. Green, Dr. Hendrickson, Dr. Hyder, Dr. Lucas, Dr. Reid, Dr. Sterling, and Dr. White.

**Members Absent:** Ms. Adeniyi and Ms. Alexander.

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

**Guests Present:** Ms. Bradley, Office of the Registrar; Ms. Bright, Office of the Registrar; Ms. Crone, Kinesiology & Sports Studies; Dr. Ghent, Economics; Dean Irwin, Honors College; and Ms. Zeigler, Academic Advising Center.

Dr. Bower introduced Dr. Stephen Lucas, a new CAA member filling Dr. Lucia Schroeder's position.

**I. Approval of the January 29, 2009 CAA Meeting Minutes.**

The minutes of January 29, 2009 were approved as written.

**II. Approval of the February 11, 2009 thru February 12, 2009 CAA Electronic Meeting Minutes.**

The minutes of February 11, 2009 thru February 12, 2009 were approved as written.

Ms. Fopay apologized for an error she made in a message she sent to the CAA listserv prior to the electronic meeting which caused confusion about the meeting ending time and resulted in a council member missing the chance to vote. The message incorrectly indicated that the meeting would end Friday, February 12 rather than the actual ending date which was Thursday, February 12. As a result, Dr. Reid tried to cast vote on Friday, but couldn't because the meeting had ended.

**III. Communications:**

**a. Waiver Reports:**

1. Academic Waiver Reports for January 2009 from Lumpkin College of Business & Applied Sciences, College of Arts & Humanities, College of Education & Professional Studies, and College of Sciences.
2. Academic Appeals Report for Fall 2008 from Ms. Judy Kopp, Records Office.

**b. Executive Action Requests:**

1. January 30, 2009 memorandum from Dean Hanner, COS, requesting executive action to remove the prerequisites from ANT 3712 and ANT 3691.
2. January 30, 2009 memorandum from Dean Hanner, COS, requesting executive action to revise the course description for PLS 3223 and the change the course title, description, and prerequisites for PLS 3743.
3. February 11, 2009 memorandum from Dean Hoadley, LCBAS, requesting executive action to revise the prerequisites & notes for FCS 2000 and FCS 3000.  
*This executive action request was withdrawn per an email request from Ms. Mary Hennig, LCBAS.*

**c. College Curriculum Committee Minutes:**

1. Minutes from the January 30, 2009 College of Sciences Curriculum Committee meeting.
2. Minutes from the February 4, 2009 College of Arts & Humanities Curriculum Committee meeting.
3. Minutes from the February 9, 2009 Lumpkin College of Business & Applied Sciences meeting.

**d. Other Committee Minutes:**

1. Minutes from the January 16, 2009 International Programs Advisory Committee meeting.
2. Minutes from the February 6, 2009 Writing Across the Curriculum Committee meeting.

**e. Other:**

1. February 11, 2009 email from Dr. Tim Taylor, Chair of the Writing Across the Curriculum Committee (WAC) regarding a proposal proposing a requirement of writing-intensive and writing-centered courses for graduation, WAC meeting minutes, and links at the Assessment Website pertaining to WI courses.

*Dr. Bower noted that the Writing Across the Curriculum Committee will submit additional materials to CAA in the future. The proposal (agenda item 09-13) referenced in Dr. Taylor's email to the council will be acted upon once the other materials are submitted to the council.*

**IV. Committee Reports:**

1. Revised report from the Ad Hoc Committee on Cultural Diversity.  
*See below -- Item V.I., 1, paragraphs 2 and 3*
2. Dr. Campbell reported on the Office of the Registrar Advisory Committee.
3. Dr. Hyder reported on CAA's Senior Seminar Review Subcommittee. He indicated that the subcommittee may need an additional week past the April 16 deadline to submit a recommendation to the council regarding senior seminars.
4. Dr. Hyder reported that he will give a report next week as part of his role as an EIU Faculty Representative to the IBHE Faculty Advisory Council. He will copy his written report to various EIU groups on campus such as CAA, Council of Chairs, and others.

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

1. 09-12, Marketing Major (Revised Major)
2. 09-13, Proposal to Add a New Requirement for Graduation: Writing-Intensive and/or Writing Centered Course Completion

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

**VI. Items Acted Upon:**

1. **08-37, Proposal to revise the Cultural Diversity Requirement (Revised General Education Requirement)**

The proposal was originally presented to the council at its 4/10/08 and 4/24/08 meetings. A motion was made at the 4/24/08 meeting to approve the proposal. However, no voting took place. Rather, at the 5/1/08 meeting the council agreed to form an Ad Hoc committee to review the proposal and the cultural diversity designation in greater detail and to revisit the proposal later.

The Ad Hoc Committee on Cultural Diversity was created. The group met, collected data, held a forum, and submitted a report to CAA. At the 1/15/09 CAA meeting, Dr. Meadows, Chair of the Ad Hoc Committee on Cultural Diversity, presented the report and answered council members' questions. Then at the 1/22/09 CAA meeting the council discussed and requested revisions to the report. A revised copy of the report was submitted to CAA on 2/5/09 by Dr. Meadows on behalf of the Ad Hoc Committee on Cultural Diversity.

Today, Ms. Dilworth moved and Dr. Sterling seconded the motion to accept the revised report from the Ad Hoc Committee on Cultural Diversity. The motion was approved by acclamation.

On another note, at the 4/24/08 CAA meeting, Ms. Wyatt moved and Dr. Hyder seconded the motion to approve agenda item 08-37 - Proposal to revise the Cultural Diversity Requirement.

Today, Dr. Sterling moved and Dr. Hendrickson seconded the motion asking the council to go ahead and vote on the motion made at the 4/24/08 CAA meeting to approve agenda item 08-37.

Next, the council voted on the motion to approve agenda item 08-37. The motion failed unanimously.

**2. 09-08, EIU 4291G, Pop Culture Economics, Honors (New Course)**

Dr. Ghent and Dean Irwin presented the proposal and answered questions of the council. The council requested minor revisions to student learning objectives 7 and 8 listed on the course proposal.

Dr. Hyder moved and Dr. Campbell seconded the motion to approve the proposal. The motion passed with the following vote:

Yes: Dr. Bower, Dr. Campbell, Ms. Green, Dr. Hendrickson, Dr. Hyder, Dr. Lucas, Dr. Reid,  
Dr. Sterling, Dr. White.

No: Ms. Dilworth.

The proposal, with revisions, was approved, effective Fall 2009.

**4291G EIU Pop Culture Economics, Honors. (4-0-4)** A study of the ways in which the stories told in popular music, movies, and television programs demonstrate the important role that economics plays in individuals' lives. Students will explore how individuals, firms, governments, and society make decisions in attempts to achieve the greatest level of well-being possible in a world of limited resources. Prerequisites: Completion of 75 hours and admission to University Honors College. Majors in economics are excluded. WI

**3. 09-09, Request for Change in the University and Departmental Honors Requirements**

Dean Irwin presented the proposal and answered questions of the council.

Ms. Dilworth moved and Dr. Hyder seconded the motion to approve the proposal. The motion passed unanimously.

The proposal (**See attachment A**) was approved, effective Fall 2009.

**4. Agenda items 09-10 and 09-11 were not acted upon today. Prior to today's meeting, Dr. Dianne Nelson, Chair of the Nursing Department, requested that the items be held until next week's meeting.**

**5. 07-87, Voluntary Submission of Mid-Term Grades for Upper-Division Courses**

At the 12/6/07 CAA meeting the council acted upon a proposal to revise the mid-term grade policy (agenda item 07-56.) The motion to approve that proposal failed. However, the council did make revisions to the document afterwards. Then Dr. Roszkowski, the CAA Chair at that time, suggested that there should be more discussion with the Records Office and others to make sure the revisions were feasible before the council acted upon the revised document.

Today, Dr. Herrington-Perry explained that the current proposal (agenda item 07-87) includes the revisions requested by CAA at its 12/6/07 meeting and some additional revisions from Ms. Sue Harvey, Registrar, as a result of grades being submitted online now.

Ms. Dilworth moved and Dr. Sterling seconded the motion to approve the proposal. The motion passed unanimously.

The proposal (**See Attachment B**) was approved, effective immediately, *pending approval by the President's Council.*

**VII. Pending:**

1. Charge to the Ad Hoc Committee on Cultural Diversity to propose guidelines for cultural diversity designated courses
2. Professor Laureate Committee (Ongoing)
3. Senior Seminar Review Committee, reconstituted 1/22/09 (Ongoing)

The next meeting will be held Thursday, March 5, 2009.

The meeting adjourned at 2:45 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 NEXT MEETING \*\*\*\*\*  
March 5, 2009  
Conference Room 4440 – Booth Library @ 2:00 p.m.

**Agenda:**

1. 09-10, NUR 3403, Cultural Competence in Health Care (New Course)
2. 09-11, RN to BS in Nursing Program (Revised Major)
3. 09-12, Marketing Major (Revised Major)

*Pending:*

1. 09-13, Proposal to Add a New Requirement for Graduation: Writing-Intensive and/or Writing Centered Course Completion
2. Charge to the Ad Hoc Committee on Cultural Diversity to propose guidelines for cultural diversity designated courses
3. Professor Laureate Committee (Ongoing)
4. Senior Seminar Review Committee, reconstituted 1/22/09 (Ongoing)

**Approved Executive Actions:**

**BAS**

**Effective Fall 2009**

1. Add technology-delivered sections of FCS 4859 (Link to completed the technology-delivered questionnaire)

**CAH**

**Effective Fall 2009**

1. Revise the course title of HIS 3200.

**3200 HIS Islam Islamic History. (3-0-3) On Demand.** The conquests, law and customs, art and sciences of the Moslem world, including Spain, Persia, the Turks, and the Sudan. WI, NUS3

2. Amend the course title of MUS 0233.

**0233 MUS Chamber Singers Camerata. (0-2-1)** A select choral ensemble that performs madrigals and other choral literature appropriate for a chamber choir. Prerequisite: Audition or permission of the instructor.

**Honors College  
Effective Spring 2009**

1. Change the credit hours for NSE 3960.

**3960 NSE National Student Exchange, Plan A. (15-0-15 -12 to 18) F, S.** Enrollment in a National Student Exchange member institution. Student pays tuition to the host campus. Approval of the campus NSE Coordinator is required. Prerequisite: Students must have completed 12 hours of coursework at EIU with a GPA of 2.5 or higher. Equivalent course: NSE 3990. Course may be repeated a maximum of two times.

2. Revise the credit hours for NSE 3961.

**3961 NSE National Student Exchange, Plan B. (15-0-15 -12 to 18) F, S.** Enrollment in a National Student Exchange member institution. Student pays tuition and fees to EIU. Approval of NSE Coordinator is required. Prerequisites: Students must have completed 12 hours of coursework at EIU with a GPA of 2.5 or higher. Equivalent Course: NSE 3991. Course may be repeated a maximum of two times.

3. Update the credit hours for NSE 3990.

**3990 NSE National Student Exchange Plan A, Honors. (15-0-15 -12 to 18) F, S.** Enrollment in a National Student Exchange member institution. Student pays tuition to the host campus. Approval of the campus NSE Coordinator is required. Prerequisites: Student must have completed 12 hours of coursework at EIU with a GPA of 3.0 or better. Admission to the Honors College required. Equivalent Course: NSE 3960. Course may be repeated a maximum of two times.

4. Adjust the credit hours for NSE 3991.

**3991 NSE National Student Exchange Plan B, Honors. (15-0-15 -12 to 18) F, S.** Enrollment in a National Student Exchange member institution. Student pays tuition and fees to EIU. Approval of the campus NSE Coordinator is required. Prerequisites: Students must have completed 12 hours of coursework at EIU with a GPA of 3.0 or higher. Admission to the Honors College required. Equivalent Course: NSE 3961. Course may be repeated a maximum of two times.

**Pending Executive Actions:**

**BAS**

**Effective Fall 2009**

1. Delete the prerequisites from ANT 3691.

**3691 ANT Native American Cultures. (3-0-3) S.** Study of the cultures of Native Americans, including the study of religious and ceremonial systems, political systems, patterns of warfare and adaptations to environments, and current status of North American Indians. ~~Prerequisite: ANT 2200G or permission of the instructor.~~ WI.

2. Remove the prerequisites from ANT 3712.

**3712 ANT Archaeology of the Earliest Civilizations. (3-0-3) F.** Development of economic and political systems, religion, art, urbanism. Study of methods which archaeologists use to reconstruct complex cultures of the past. ~~Prerequisite: ANT 2200G or 2742 or permission of the instructor.~~

3. Update the course description for PLS 3223.

**3223 PLS International Organizations. (3-0-3) S.** ~~An analysis of the development, scope and functions of general and regional international organizations and the process of international integration.~~ **An analysis of the creation and functions of global and regional international organizations, with special emphasis devoted to the role of international organizations in promoting peace and security in world affairs. Within this context, organizations to be examined include the role of the United Nations, the North Atlantic Treaty Organization, the European Union, and the African Union, as well as leadership of international organizations.**

4. Change the course name, description, and prerequisites for PLS 3743.

**3743 PLS ~~The Legislative Process.~~ Congress. (3-0-3) S.** An examination of the structures and functions of legislative bodies, **with an emphasis on the U.S. Congress** ~~at the national, state and local levels.~~ **Focus will be placed on the topics of representation, congressional elections, rules, norms, and procedures, interaction with the executive and judicial branches, and legislative policymaking.** Prerequisite: ~~Three semester hours in Political Science~~ **PLS 1153G** or permission of the instructor. WI

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## Attachment A

### **University Honors**

The University Honors Program offers enriched and rigorous versions of General Education courses and a limited number of additional courses outside of general education. Honors classes are typically small course sections taught in a colloquium style format by professors who are distinguished in their field. Completing courses in the Honors format provides an enhanced educational experience preparing students to compete at the highest levels for career opportunities and graduate school. Students must take a minimum of 25 hours in Honors courses, (primarily during their freshman and sophomore years) including the Honors Forum and an Honors Senior Seminar. ***A grade of C or better is required in all courses counting toward University Honors.***

### **Admission Criteria**

Entering freshmen must meet two of the following criteria for admission to University Honors:

- ACT composite of 26 or higher or SAT of 1100 or higher.
- Upper 10% of the high school graduating class or a 3.5 high school grade point average on a 4.0 scale.
- Permission of the Dean of the Honors College.

Continuing EIU and transfer students\* may be admitted after meeting both of the following criteria:

- Attain a 3.5 GPA on a 4.0 scale for at least 12 hours of course work undertaken at Eastern.
- Permission of the Dean of the Honors College.

\*Transfer students must also have a transcript evaluation prior to admission.

### **Departmental Honors**

The Departmental Honors Program encourages students to pursue areas of personal interest by delving deeply and independently into a topic. Students take advantage of departmental resources to research, explore, investigate, and analyze information on a subject appropriate to the discipline. Coursework advances progressively culminating in a senior thesis. Departmental Honors prepares students for the competitive environment after graduation by promoting focus and independent exploration within a field. The program requires a minimum of 12 hours of credit. ***A grade of C or better is required in all courses counting toward Departmental Honors.*** A senior thesis written under the supervision of Honors faculty is required.

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**Attachment B****Internal Governing Policy 46**Mid-Term Grades

If, at mid-semester, students **are earning** ~~have~~ grades of D or F in courses, instructors shall notify **them** ~~students earning grades of D or F in courses~~, either verbally or in writing, giving appropriate counsel and advice as necessary. Such notification shall be made within one week following the mid-semester date.

In addition, instructors shall ~~complete~~ **submit** mid-semester grades ~~sheets~~ for all students earning grades of D or F in lower-division 1000-level and 2000-level courses ~~indicating students who are achieving grades of D or F~~; **they may submit mid-term grades for students earning D's or F's in upper-division courses**. Grade sheets shall be distributed by and returned to Enrollment Management, for compilation and distribution to the following student support services: Academic Advising, Counseling Center, Reading Center, Learning Assistance Center, Housing, and The Center for Academic Support and Achievement **shall notify students who are earning grades of D or F of support services available to them.**