
Agenda for the November 8, 2012 CAA Meeting

Items Approved: 12-76, CTE 3405, Seminar in Teaching Business Education (New Course; Technology Delivery)
12-77, OPD 4864, Strength-based Organizational and Professional Development Methods (New Course; Technology Delivery)
12-80, STA 4000G, Study Abroad Capstone (Revised Course)
12-54C R1, Revisions to the catalog copy for the following sections of the Undergraduate Catalog: General Education, Academic Regulations, Course Information, and Honors College.
(Note: This gives students the option of either completing a Senior Seminar course or a Study Abroad Capstone which would require students to take a study abroad course plus STA 4000G.)

Items Pending: 11-117, Review of Integration, Instructional Practices, and Effectiveness of EIU's four University Learning Goals (Ongoing)
11-132R, Course Proposal Format Form (Revised Form)
12-66, EIU 4100G, Senior Seminar: Advanced Interdisciplinary Studies in Matters of Culture. (Revised Course)
12-78, JOU 2850, Sports Media Relations (New Course)
12-79, Sports Media Relations Minor (New Minor)
12-81, English Language Mastery Requirements for International Undergraduate Admission Purposes (Revised Requirements)

Council on Academic Affairs Minutes

November 8, 2012

The November 8, 2012 meeting of the Council on Academic Affairs was held at 2:00 p.m. in Room 4440, Booth Library.

Members Present: Ms. English, Ms. Eskew, Ms. Green, Dr. Klarup, Dr. Lucas, Dr. Reid, Dr. Rhoads, Ms. Ruholl, Dr. Steinke, Dr. Throneburg, and Dr. White.

Members Absent: Dr. Collins and Ms. Upton.

Staff Present: Provost Lord and Ms. Fopay.

Guests Present: Dean Augustine, Graduate School; Mr. Barnard, School of Technology; Ms. Bono, Study Abroad; Dr. Canfield, Foreign Languages; Ms. Kristina Campbell, Study Abroad; Dr. Dale, Honors Council; Dr. DePetro, Philosophy; Ms. Grandstaff, Study Abroad; Dr. Jia, Honors Council; Dr. Knight, English; Dr. Magoc, Health Studies; Ms. Markham, *Daily Eastern News*; Mr. Vicker, International Students & Scholars; Ms. Williamson, Study Abroad; and Dr. Woodley, School of Technology.

I. Approval of the November 1, 2012 CAA Meeting Minutes.

The minutes of November 1, 2012 were approved with the following correction to the HIC 2000G course prerequisite shown on page two of the minutes:

HIC 2000G. Introduction to the Humanities: Interdisciplinary Problem-Solving. (3-0-3) Introduction to the Humanities. HIC 2000G introduces students to the practice and value of interdisciplinarity in the humanities. Students will use methods of interdisciplinary inquiry, such as hermeneutics and analysis of visual texts, to examine a contemporary problem or controversial issue in the news, thereby exploring aspects of contemporary culture. Building upon the insights and methods of established disciplines, interdisciplinary inquiry is a creative striving toward new or alternative ways of seeing, understanding, and exploring the world of human culture. Prerequisite: ENG ~~100G~~ **1001G**. WI

II. Communications:

a. College Curriculum Committee Minutes:

1. Minutes of the October 24, 2012 College of Arts & Humanities Curriculum Committee meeting.

b. Waiver Reports:

1. Academic Waiver Report for October 2012 from Lumpkin College of Business & Applied Sciences, College of Arts & Humanities, College of Education & Professional Studies, and College of Sciences.

c. Executive Action:

1. November 2, 2012 email from Associate Dean Poulter, CAH, with an amended requesting executive action to revise the prerequisites for CMN 4500A, 4500B, 4500D, and 4500E.
(*Note: This replaces the October 23, 2012 executive action request from Associate Dean Poulter.*)

d. Other:

The following communications were held for the discussion later in the meeting about the study abroad proposals.

1. November 5, 2012 memorandum from Ms. Wendy Williamson, Study Abroad regarding the Integrative Experience Requirement.
2. November 5, 2012 memorandum from Dr. Mary Caroline Simpson, College of Arts & Humanities Curriculum Committee (CAHCC) Chair, and Dr. Joy Kammerling, CAHCC Vice-Chair, regarding the Study Abroad proposal related to Senior Seminars.

III. Committee Reports:

None.

IV. Items Added to the Agenda:

1. 12-81, English Language Mastery Requirements for International Undergraduate Admission Purposes (Revised Requirements)

Ms. Green moved and Dr. Rhoads seconded the motion to add this item to the agenda.

V. Items Acted Upon:

1. **12-77, OPD 4864, Strength-based Organizational and Professional Development Methods (New Course; Technology Delivery).**

Note: A correction was made to the course number prior to the meeting today. It originally appeared as OPD 4865 on the previous agenda. However, it was corrected to OPD 4864 after it was noted by the School of Technology that there is already a course numbered OPD 4865.

Mr. Barnard presented the proposal and answered questions of the council.

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

The proposal was approved, effective Fall 2013, *pending CGS and course fee approval.*

OPD 4864. Strength-Based Organizational and Professional Development Methods. On Demand. (3-0-3) Strength-Based Development. This course provides background in the theoretical basis for strength-based approaches, while specifically focusing on Appreciative Inquiry and Relationship Awareness Theory. Students will gain an understanding of the principles and practices of Appreciative Inquiry as an organizational development method as well as applications of Relationship Awareness Theory to professional development, conflict management, coaching, and supervision.

2. **12-76, CTE 3405, Seminar in Teaching Business Education (New Course; Technology Delivery).**

Dr. Woodley 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 2013. *Note: This course deletes CTE 3401 and 3402.*

CTE 3405. Seminar in Teaching Business Education. F, S. (2-0-2) A seminar to discuss methodology, professionalism, curriculum, resources, and legislation as it relates to the teaching of business education. Students will demonstrate the ability to plan and deliver business education course content. In addition, the student will demonstrate the disposition necessary to be successful in the teaching profession. This course is restricted to students in the Career & Technical Education Business Education Emphasis. Prerequisite: CTE 2000; Co-requisite: CTE 3400.

3. **Study Abroad Proposals:**

Ms. Williamson presented the Study Abroad proposals. Afterwards, the council members and audience members commented on, expressed viewpoints and concerns about, and discussed the proposals beginning with agenda item 12-80 and then with agenda item 12-54C R1.

- **12-80, STA 4000G, Study Abroad Capstone (Revised Course).**

Ms. Eskew moved and Dr. Reid seconded the motion to approve the proposal. The item was discussed and Ms. Williamson answered questions. The council requested the following revisions to the Part V, 1 of the proposal.

PART V: IMPLEMENTATION

1. Faculty member(s) to whom the course may be assigned:

Faculty and other personnel approved by the Director of Study Abroad and the International Education Council.

- a. Director of Study Abroad (or designee)
- b. Faculty Advisors/Leaders of Study Abroad Programs
- c. Other Faculty who are approved to teach the course, by the Director of Study Abroad

The council voted on the item with revisions. The motion to approve the proposal passed unanimously.

The proposal, with revisions, was approved, effective Fall 2013.

STA 4000G. Study Abroad Capstone. (1-0-1) Students will exercise their abilities to think critically about their global education experiences. They will develop, summarize, and synthesize their individualized experience through readings, assignments, a reflective piece that may be submitted to the Electronic Writing Portfolio, an individualized project, and a presentation. Prerequisite: Must have completed an approved EIU study abroad experience and 75 hours. WI

- **12-54C R1, Revisions to the catalog copy for the following sections of the Undergraduate Catalog: General Education, Academic Regulations, Course Information, and Honors College.** *(Note: Originally, this proposal was to create an integrative experience general education requirement in which students may either complete a senior seminar course or a study abroad course taken in conjunction with STA 4000G. However, the proposal was revised after discussion of the item -- See number one in the list below of major changes made to the proposal.)*

Ms. English moved and Dr. Reid seconded the motion to approve the proposal. The item was discussed and Ms. Williamson answered questions.

The council requested several revisions to the proposal. The major changes were:

- 1.) Instead of establishing an integrative experience category in General Education, simply give students the option of either completing a Senior Seminar course or a **Study Abroad Capstone** which would require students to take a study abroad course plus STA 4000G. As a result, the council requested that references to integrative learning experience be removed from the proposal and Study Abroad Capstone added.

- 2.) Remove the requested changes to the Honor College section of the catalog and restore it to the current catalog language. The reason being any changes to this section of the catalog must receive approval from the Honors Council instead of CAA.

The council voted on the item with revisions. The motion to approve the proposal passed unanimously.

The proposal (**See Attachment A**), with revisions, was approved, effective Fall 2013.

Materials and Communications Regarding the Study Abroad Proposals:

- **Materials from Ms. Wendy Williams, Study Abroad:**
 1. Excerpts from the minutes of the groups Ms. Williamson met with concerning the Study Abroad proposals.
 2. AAC&U statement on integrative learning
 3. November 5, 2012 memorandum from Ms. Wendy Williamson, Study Abroad regarding the Integrated Experience Requirement.
- **Communications submitted to CAA during the Spring 2012 semester regarding the Study Abroad proposals:**
 1. February 28, 2012 memorandum from Dr. Janet T. Marquardt, Art & Women's Studies.
 2. February 28, 2012 memorandum from Dr. Richard Sylvia, English.
 3. February 28, 2012 memorandum from Dr. Lisa Taylor, School of Family & Consumer Sciences.
 4. February 29, 2012 memorandum from Dr. Teresa Britton, Philosophy.
 5. March 8, 2012 memorandum from Dr. Lania Knight, English.
 6. March 9, 2012 memorandum from Dr. Rhoads, Health Studies.
 7. March 15, 2012 memorandum from the International Education Council.
 8. March 19, 2012 memorandum from Dr. Bollinger, Biological Sciences.
 9. March 22, 2012 memorandum from the Department of Foreign Languages.
 10. April 20, 2012 memorandum from Dr. Rebecca Throneburg, Chair of the Committee for the Assessment of Student Learning (CASL).
- **Communications submitted to CAA during the Fall 2012 semester regarding the Study Abroad proposals:**
 1. October 15, 2012 memorandum from Dr. Jia, Chair of the Honors Council, and Dr. Stimac, Dean of the Honors College, regarding the study abroad proposal related to senior seminar.
 2. October 29, 2012 email from Ms. Kaylia Eskew, Student Vice President for Academic Affairs, with an attachment to a Student Senate resolution concerning the study abroad integrated experience proposal.
 3. November 5, 2012 memorandum from Dr. Mary Caroline Simpson, College of Arts & Humanities Curriculum Committee (CAHCC) Chair, and Dr. Joy Kammerling, CAHCC Vice-Chair, regarding the Study Abroad proposal related to Senior Seminars.

VI. Pending:

1. 11-117, Review of Integration, Instructional Practices, and Effectiveness of EIU's Four University Learning Goals (Ongoing)
2. 11-132R, Course Proposal Format Form (Revised Form)
3. 12-66, EIU 4100G, Senior Seminar: Advanced Interdisciplinary Studies in Matters of Culture. (Revised Course)
4. 12-78, JOU 2850, Sports Media Relations (New Course)
5. 12-79, Sports Media Relations Minor (New Minor)

VII. Meeting Adjournment:

The meeting adjourned at 4:10 p.m.

The next meeting will be held at 3 p.m. on Thursday, November 15, 2012.

–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 *****
November 15, 2012
Conference Room 4440 – Booth Library @ 3:00 p.m.

Agenda:

1. 12-78, JOU 2850, Sports Media Relations (New Course)
2. 12-79, Sports Media Relations Minor (New Minor)
3. 12-81, English Language Mastery Requirements for International Undergraduate Admission Purposes (Revised Requirements)

Pending:

1. 11-117, Review of Integration, Instructional Practices, and Effectiveness of EIU's Four University Learning Goals (Ongoing)
2. 11-132, Course Proposal Format Form (Revised Form)
3. 12-66, EIU 4100G, Senior Seminar: Advanced Interdisciplinary Studies in Matters of Culture. (Revised Course)

Approved Executive Actions:

None.

Pending Executive Actions:

CAH

Effective Fall 2013

1. Revise the prerequisites for CMN 4500A and 4500B.

CMN 4500A - Topics in Electronic Media Production I.

(2-2-3) On Demand. A detailed examination of specific theories and practices related to electronic media production. Specific topics will vary according to student demand, availability, and interest of faculty. Prerequisites and Notes: ~~Completion of CMN 2010, 2020, 2030, 2040 with a grade of C or better, and CMN 2525 and CMN 3520 or CMN 2525, 2575 and CMN 3540 or permission of instructor.~~ **CMN 2550 or CMN 2575 or permission of instructor.** May be repeated when topics vary. Credits: 3

CMN 4500B - Topics in Electronic Media Production II.

(2-2-3) On Demand. A detailed examination of specific theories and practices related to electronic media production. Specific topics will vary according to student demand, availability, and interest of faculty. Prerequisites and Notes: ~~Completion of CMN 2010, 2020, 2030, 2040 with a grade of C or better, and CMN 2525 and CMN 3520 or CMN 2525, 2575 and CMN 3540 or permission of instructor.~~ **CMN 2550 or CMN 2575 or permission of instructor.** May be repeated when topics vary. Credits: 3

CMN 4500D - Topics in Electronic Media Production III.

(2-2-3) On Demand. A detailed examination of specific theories and practices related to electronic media production. Specific topics will vary according to student demand, availability, and interest of faculty. Prerequisites and Notes: ~~Completion of CMN 2010, 2020, 2030, 2040 with a grade of C or better, and CMN 2525 and CMN 3520 or CMN 2525, 2575 and CMN 3540 or permission of instructor.~~ **CMN 2550 or CMN 2575 or permission of instructor.** May be repeated when topics vary. Credits: 3

CMN 4500E - Topics in Electronic Media Production IV.

(2-2-3) On Demand. A detailed examination of specific theories and practices related to electronic media production. Specific topics will vary according to student demand, availability, and interest of faculty. Prerequisites and Notes: ~~Completion of CMN 2010, 2020, 2030, 2040 with a grade of C or better, and CMN 2525 and CMN 3520 or CMN 2525, 2575 and CMN 3540 or permission of instructor.~~ **CMN 2550 or CMN 2575 or permission of instructor.** May be repeated when topics vary. Credits: 3

Attachment A

General Education [page 19 of catalog]

Semester Hour Requirements in the General Education Program

Humanities and Fine Arts	9 hours
Language	9 hours
Mathematics	3 hours
Scientific Awareness	7 hours
Social and Behavioral Sciences	9 hours
Senior Seminar or Study Abroad Capstone	3 hours
TOTAL	40 hours

Students following catalogs prior to Fall 2006 must satisfy the constitution requirement.

Please refer to the catalog section titled "Academic Regulations" for the complete list of requirements for graduation.

General Education Courses Required of ALL Teacher Certification Candidates Either as Part of the Above Required 40 s.h. or in addition to the IAI Core or Transfer General Education:

- A 3 sh Diversity Course or Third World/Non-Western Course
- "C" or better in ENG 1001G, ENG 1002G, CMN 1310G or their equivalents (a minimum of 9 semester hours is required.)
- "C" or better in 3 sh of college level math
- PLS 1153G or HIS 3600G or an equivalent US Constitution course

Note: Post-baccalaureate Teacher Certification Candidates must meet all general education requirements with the exception of Senior Seminar.

Senior Seminar or Study Abroad Capstone [page 24 of catalog]

(3 Semester Hours)

~~*(Students may take a senior seminar once they have completed 75 semester hours. However, so that those nearing graduation will have first access to seats, only students who have earned or will have earned 90 hours may register without the assistance of the offering department.)*~~

Senior Seminar

Senior seminars are offered in a number of subjects and disciplines each semester, each one organized around a particular subject/issue important to contemporary society. Each seminar is listed by title and instructor in the schedule of courses each semester. The student must successfully complete a seminar outside of his or her major. *(Students may take a senior seminar once they have completed 75 semester hours. However, so that those nearing graduation will have first access to seats, only students who have earned or will have earned 90 hours may register without the assistance of the offering department.)*

The Senior Seminar at Eastern Illinois University is designed to be a cross-disciplinary culminating experience that will provide students with an opportunity to apply concepts and use skills developed in both their general education and major courses. Information about topics of major importance, e.g. the Holocaust, Social Movements, Women in Science, Technology, Controversies in Education, Sociobiology, etc. will be read, analyzed, discussed, and written about in a three semester-hour seminar led by a faculty member of a discipline different from those of the students. To allow ample time for writing and discussion, senior seminars will be limited to a maximum of 25 students. As an element of the general education curriculum, each senior seminar shall focus on some aspect of citizenship.

Study Abroad Capstone

Study Abroad Program (2+ semester hours) and STA 4000G (1 semester hour) – Study Abroad is a high quality international academic opportunity that enables students to develop the knowledge and skills necessary for leadership in an interdependent world. The University offers study abroad programs in more than 30 countries around the world. Competitive scholarships are available. Students should plan and apply early. After successful completion of an approved EIU study abroad program, and 75 semester hours, students are eligible to take STA 4000G. As a capstone, STA 4000G will require students to exercise their abilities to think critically about their global education experiences. STA 4000G incorporates university assessment activities, which may include tests, surveys and other instruments. To allow ample time for writing and discussion, STA 4000G, will be limited to a maximum of 25 students.

Academic Regulations [page 8 of catalog]

Requirements for the Bachelor's Degree:

Official course requirements for baccalaureate degrees are given in the "Majors and Minors" section of the catalog. To achieve a baccalaureate degree, the student must:

1. Successfully complete the General Education Requirements detailed in the "General Education" section, including the senior seminar **or Study Abroad Capstone**.¹
2. Successfully complete one of the degree programs listed in detail in the "Majors and Minors" section, and attain a minimum GPA of 2.00 in his/her major area. A GPA of at least 2.65 both cumulative and in the major is required for graduation from a teacher education program. Other curricula may also require a cumulative GPA higher than 2.0 for acceptance to the major and/or graduation. Consult the catalog description for specific information.
3. Successfully complete a minimum of 12 semester hours in residence in courses applicable to the GPA in his/her major discipline.
4. Successfully complete at least 40 semester hours in upper-division courses (3000-4000 numbered courses).²
5. Earn a minimum of 42 semester hours in residence with a minimum of 32 in the junior and senior years, 12 of which must be in residence during the senior year. Cooperative degree candidates must complete 38 semester hours in residence.
6. Successfully complete at least 120 hours with a CGPA of 2.0 in all courses attempted.
7. Successfully complete two courses in a single foreign language.³
8. Earn a "C" or better in English 1001G, English 1002G, and Communication Studies 1310G or in accepted substitutions.
9. Successfully complete the Electronic Writing Portfolio.

Three submissions are required for the portfolio. Submissions may come from any writing-centered or writing-intensive course, or from any other course for which students complete an appropriate writing assignment* (**See criteria below**.) Only one submission is allowed from any one course; students who submit from ENG 1001G/1091G may not submit from ENG 1002G/1092G. Students must deposit the first two submissions by the time they earn 60 credit hours; if they fail to do so, a registration hold will be placed at 75 credit hours. Students must deposit their final submission by the time they earn 105 credit hours. Transfer students who enter with more than 30 hours may request additional time to submit work to the portfolio.

Students who need assistance with their writing will be provided opportunities for improvement.

***Papers must meet the following criteria to be submitted to the EWP:**

1. The paper must be at least 750 words in length (approximately 3 pages).
2. It must be written in standard English.
3. It must be developed in a manner consistent with the demands of the discipline for which it was written.
4. It must contain a connected writing sample with the development of ideas within and between paragraphs (therefore, lists, lesson plans, and other such documents may not be submitted).
5. Submissions may not be creative pieces, such as poems, short stories, or plays.

See <http://www.eiu.edu/assess/> for additional information about the EWP.

10. A transfer student must successfully complete a minimum of 56 semester hours applicable to a baccalaureate degree in senior institutions, with at least 42 semester hours earned at EIU.⁴

¹ Because the terminal year is taken off-campus in cooperative programs, students completing cooperative degree programs, i.e., Engineering, Physics with Engineering Physics Option, and Clinical Laboratory Science, will not be required to take a Senior Seminar **or Study Abroad Capstone**.

² Courses from a community college or other two-year institution will not count in the 40 semester hours of upper-division credit.

³ Students entering as freshmen in Fall 1993 and thereafter must have completed two years in a single foreign language in high school with an average grade of "C" or better for the two years' work in order to have previously satisfied this requirement.

⁴ All military service credit based on the recommendations in the American Council on Education's Guide to the Evaluation of Educational Experience in the Armed Services, and accepted by EIU, is senior institution credit.

Official course requirements for specific baccalaureate degrees are detailed in "Academic Programs" (see the navigation bar on the left side of your screen).

To view grades, transcript evaluations, and degree progress, students should consult the PAWS website: <http://www.eiu.edu/paws/>.

Course Information [\[page 167 of catalog\]](#)

Senior Seminar

(Students may take a senior seminar once they have completed 75 semester hours. However, so that those nearing graduation will have first access to seats, only students who have earned or will have earned 90 hours may register without the assistance of the offering department.)

Senior seminars are offered in a number of subjects and disciplines each semester, each one organized around a particular subject/issue important to contemporary society. Each seminar is listed by title and instructor in the schedule of courses during registration each semester. The student must successfully complete a seminar outside of his or her major.

The Senior Seminar at Eastern Illinois University is designed to be a cross-disciplinary culminating experience that will provide students with an opportunity to apply concepts and use skills developed in both their general education and major courses. Information about topics of major importance, e.g., the Holocaust, Social Movements, Women in Science, Technology, Controversies in Education, Sociobiology, etc. will be read, analyzed, discussed, and written about in a three semester-hour seminar led by a faculty member of a discipline different from those of the students. To allow ample time for writing and discussion, senior seminars will be limited to a maximum of 25 students. As an element of the general education curriculum, each senior seminar shall focus on some aspect of citizenship. As the capstone course to the general education curriculum, each senior seminar will incorporate assessment activities into the course; these activities may include tests, surveys, and other instruments.

Study Abroad

The University provides EIU students with affordable, high quality international academic opportunities that allow them to develop the knowledge and skills necessary for leadership in an interdependent world. Program opportunities with courses are offered all over the world and range in length from one week to an academic year. Students are encouraged to explore these opportunities early in their academic career, and apply for scholarships available through the University.

International academic experiences help students develop the personal and professional skills required to become effective and viable global citizens in a diverse world. Eastern Illinois University recognizes study abroad as a fundamental component of excellence in higher education and encourages all students to apply for its competitive programming opportunities.

Students should have completed one semester of college and be in good academic and judicial standing. No student who is on academic or disciplinary probation will be allowed to study abroad on any program through EIU. Students must meet eligibility and admission requirements in order to qualify for a particular study abroad program.

STA 4000G After successful completion of an approved EIU study abroad program, and 75 semester hours, students are eligible to take STA 4000G. As a capstone course, STA 4000G will require students to exercise their abilities to think critically about their global education experiences. They will develop, summarize, and synthesize their individualized experience through readings, assignments, a reflective piece that may be submitted to the Electronic Writing Portfolio, an individualized project, and a presentation. This course incorporates university assessment activities, which may include tests, surveys and other instruments. To allow ample time for writing and discussion, STA 4000G, will be limited to a maximum of 25 students.

Honors College [\[page 26 of catalog\]](#)

University Honors

The University Honors Program primarily offers enriched and rigorous versions of General Education courses, though a limited number of courses outside general education are also provided. Honors course sections are typically smaller and taught in a colloquium format by professors distinguished in their fields. Completing Honors coursework prepares students to compete at the highest levels for career opportunities and graduate school placements. University Honors students complete a minimum of 25 hours of Honors courses, including the Honors Forum and an Honors Senior Seminar. Typically, the first 21 hours of Honors credit are earned by the end of sophomore year. A grade of C or better is required in all University Honors coursework.