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## **Agenda for the January 20, 2005 CAA Meeting**

**Items approved:** 05-01, Communication Disorders and Sciences (Revised Major)  
05-02, PLS 2513, Moot Court (New Course)  
05-03, HIS 4845, Women and Gender in Modern Europe (New Course)  
05-04, FCS 2700, The Hospitality Industry (Revised Course)  
05-05, FCS 2740, Lodging Operations (New Course)  
05-06, FCS 2784, Hospitality Sales and Service (New Course)  
05-07, FCS 3340, Club Management (New Course)  
05-08, FCS 3786, Hospitality Operations and Cost Control (Revised Course)  
05-09, FCS 4350, Dining Room Management (New Course)  
05-10, FCS 4760, Hospitality Franchising (New Course)

**Items Pending:** 05-11, Discussion of General Education  
05-12, Discussion of Technology-Delivered Courses

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### **Council on Academic Affairs Minutes**

*January 20, 2005*

The January 20, 2005 meeting of the Council on Academic Affairs was held at 2:17 p.m. in Booth Library Conference Room 4440.

**Members present:** Dr. Carwell, Ms. Dilworth, Dr. Methven, Ms. Miller, Mr. Muffler, Dr. Reid, Dr. Tidwell, and Dr. Upadhyay.

**Members absent:** Dr. Dietz, Dr. Fewell, and Dr. French.

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

**Guests present:** Ms. Calvert, Communication Disorders & Sciences; Dr. Elder, History; Dr. Richard, Communication Disorders & Sciences; Dr. Shelton, History; Dr. Swenson, Political Science; Dr. Wandling, Political Science; and Dr. Wilkinson, Family & Consumer Sciences

**I. January 13, 2005 Minutes:**

The minutes of January 13, 2005 were approved as written.

**II. Communications:**

None.

**III. Committee Reports:**

1. Dr. Tidwell explained that he and Dr. Reid will meet with each college curriculum committee next week to discuss the draft of the CAA General Education Subcommittee's report on General Education Assessment and Refinement.

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

None.

**V. Items Acted Upon.**

**1. 05-01, Communication Disorders and Sciences (Revised Major)**

Dr. Richard presented the proposal to the council. There were no questions. The motion passed unanimously.

The proposal (**See Attachment A**) was approved, effective Fall 2005.

**2. 05-02, PLS 2513, Moot Court (New Course)**

Dr. Wandling and Dr. Swenson presented the proposal and answered questions of the council.

Ms. Miller suggested that the council consider adding this course to the cultural diversity list. Dr. Tidwell will add her suggestion to the suggested general education changes to be discussed by CAA in the future.

The motion passed unanimously.

The proposal was approved, effective Fall 2005.

**PLS 2513. Moot Court. (1-Arr-1) (Credit/No Credit) F, S. Moot Court.** A role-playing simulation in which students represent attorneys in simulated appellate court competitions. Students will attend at least one competition per semester of enrollment as determined by the instructor, with learning activities ranging from oral arguments to the preparation of written legal briefs. The course may be repeated for a total of six semester hours, but no more than two semester hours may count toward the Political Science major or the Political Science minor. Students may pay expenses associated with registration, travel, room and meal charges while attending competition. Prerequisite: Restricted to students selected to represent EIU at the moot court competitions designated by the department; completion of the fall semester course or permission of instructor is required for registration in the spring semester course.

**3. 05-03, HIS 4845, Women and Gender in Modern Europe (New Course)**

Dr. Shelton and Dr. Elder presented the proposal and answered questions of the council. The council requested additional information to be added to item numbers 5.b. and six on the proposal.

The motion passed unanimously.

The proposal was approved, with minor revisions, effective Spring 2006, **pending CGS approval.**

**HIS 4845. Women and Gender in Modern Europe. (3-0-3) S. Women Mod Europe.** Explores the political, social, and cultural history of women and gender relations in Europe from 1789 to the present. WI

**4. 05-04, FCS 2700, The Hospitality Industry (Revised Course)**

Dr. Wilkinson presented the proposal and answered questions of the council. The motion passed unanimously.

The proposal was approved, effective Fall 2005. As a result, **FCS 3790** will be **renumbered to FCS 2700.**

**FCS 2700 (3790). The Hospitality Industry. (3-0-3) F, S. Hosp Industry.** Overview of the hospitality industry with focus on history, career opportunities, maintaining industry standards, and organizational structures of various types of hospitality ventures. WI

**5. 05-05, FCS 2740, Lodging Operations (New Course)**

Dr. Wilkinson presented the proposal to the council. There were no questions. The motion passed unanimously.

The proposal was approved, effective Spring 2006.

**FCS 2740. Lodging Operations. (3-0-3) S. Lodging Ops.** Examines hotel and resort rooms division management and operating procedures, including front desk and housekeeping operations and guest relations. Prerequisite: FCS 2700.

**6. 05-06, FCS 2784, Hospitality Sales and Service (New Course)**

Dr. Wilkinson presented the proposal and answered questions of the council. The motion passed unanimously.

The proposal was approved, effective Fall 2006.

**FCS 2784. Hospitality Sales and Service. (3-0-3) F. HospitalitySales.** An analysis of marketing methods used by sales and service departments in hospitality businesses with an emphasis on selling, planning for, and servicing group meeting and convention business. Prerequisites: FCS 2700 and FCS 2740. WI

**7. 05-07, FCS 3340, Club Management (New Course)**

Dr. Wilkinson presented the proposal and answered questions of the council. The motion passed unanimously.

The proposal was approved, effective Fall 2005, *pending approval of the course fee by the President's Council.*

**FCS 3340. Club Management. (3-0-3) F. Club Mgmt.** A study of the organization, administration, operations and opportunities within the club industry with emphasis on the manager's duties. Prerequisites: FCS 2700 and BUS 2101.

**8. 05-08, FCS 3786, Hospitality Operations and Cost Control (Revised Course)**

Dr. Wilkinson presented the proposal to the council. There were no questions. The motion passed unanimously.

The proposal was approved, effective Spring 2006. As a result, **FCS 3796** will be **renumbered to 3786.**

**FCS 3786 (3796). Hospitality Operations and Cost Control. (3-0-3). S. Hospitality Cost.** Integration of hospitality industry operations with emphasis on concepts and application of hospitality managerial accounting to hospitality operations, evaluations and decision making. Prerequisites: FCS 2700 and BUS 2101.

**9. 05-09, FCS 4350, Dining Room Management (New Course)**

Dr. Wilkinson presented the proposal and answered questions of the council. The council requested that a minor revision be made to the proposal. The course title for BUS 2101, listed in the course prerequisites, should be corrected to read "Financial Accounting."

The motion passed unanimously.

The proposal was approved, with the one revision, effective Fall 2007.

**FCS 4350. Dining Room Management. (3-0-3) F. Dining Mgmt.** Examines the basic principles of dining room service and management, including classic and contemporary methods of service, dining room organization, service quality standards, beverage management and service, cost control, customer service relations, and supervisory techniques. Prerequisites: FCS 2140 or FCS 3784 and BUS 2101.

**10. 05-10, FCS 4760, Hospitality Franchising (New Course)**

Dr. Wilkinson presented the proposal and answered questions of the council. The council requested that a minor revision be made to the proposal. The Roman numeral listed next to "Analyzing franchisee opportunities" on page four should be changed to VIII.

The motion passed unanimously.

The proposal was approved, with the one revision, effective Spring 2007, **pending CGS approval.**

**FCS 4760. Hospitality Franchising. (3-0-3) S. Franchising.** Analysis of the franchise concept, the franchisee-franchisor relationship, legal regulations impacting the operation of a franchised hospitality business, and an analysis of current franchise opportunities in the hospitality industry. Prerequisites: FCS 2700, FCS 2740, FCS 3784, FCS 3786, BUS 2101, and BUS 2710.

**VI. Pending:**

1. 05-11, Discussion of General Education
2. 05-12, Discussion of Technology-Delivered Courses

Dr. Tidwell announced that Dr. Carwell was selected to represent CAA on the Institutional Development Planning Committee. (*Note:* Last fall, Dr. Jeff Cross, Associate Vice for Academic Affairs, submitted a memorandum to CAA. In that memorandum, he requested nominees from CAA of two individuals interested in serving on the Institutional Development Planning Committee. The memorandum indicated that one individual would be chosen from the two names submitted to serve on the committee. For additional information, see the December 9, 2004 CAA meeting minutes.)

**There's a possibility that there will not be a meeting next week since no agenda items were added to the agenda today. Therefore, the next meeting date will be announced later.**

The meeting adjourned at 3:02 p.m. *--Minutes prepared by 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.edu.edu/~eiucaa/elibrary/>.

The CAA minutes, agendas, and summaries of CAA actions are distributed via a listserv, caa-list. To subscribe, go to the following web site: <http://lists.eiu.edu/mailman/listinfo/caa-list>. Locate the section "Subscribing to caa-list" and enter your email address and create a password. Next, click on the subscribe box. An email will be sent to you requesting confirmation. Once confirmation is received, your request will be held for approval by the list administrator. You will be notified of the administrator's decision by email.

\*\*\*\*\* ANNOUNCEMENT OF NEXT MEETING \*\*\*\*\*

To be announced.

**Agenda**

None at this time.

**Pending:**

1. 05-11, Discussion of General Education
2. 05-12, Discussion of Technology-Delivered Courses

**Approved Executive Actions:**

None.

**Pending Executive Actions:**

None.

## Attachment A

### Communication Disorders and Sciences

Title: Proposed Revision to the Undergraduate CDS Major

Requested Change: Delete the requirement of "PSY 3765 or 3780" from the undergraduate CDS major; replace with elective.

Current Catalog Listing: Major requirements list the following PSY courses: PSY 1879G, 3765 or 3780, 4515 or SPE 3000, and ELE 2320 or PSY 3515

Rationale for Change: Previous certification standards required specific course hour requirements in content areas. New accreditation standards specify content areas without specific hour requirements. The PSY 3765 or 3780 was meeting a requirement of specified hours in social sciences; deletion of this specific course provides students with more flexibility in choosing an adjunct content area or applying hours toward a minor.

### Communication Disorders and Sciences

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(BS)

Admission to the Major

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#### I. Probational Admission

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Students entering EIU as freshmen or transfers seeking a CDS major will be classified as probational CDS majors. Probational majors may register for all lower division (2999 or lower) courses in the CDS major.

#### II. Admission to the CDS Major

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Access to all upper division CDS courses (3000 or higher) requires admission to the CDS Major. The Department Chair reviews the applications of all probational CDS majors seeking admission to the major. The chair determines if the student's academic achievement supports admission to the major and access to upper division (3000 or higher) courses.

#### III. Criteria for Degree Admission

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Admission to the University

Classification as a probational CDS major.

Achievement of a cumulative GPA of 2.5 or higher for all EIU course work.

For native EIU students, completion of at least 45 semester hours of course work at EIU.

For transfers, completion of at least 15 semester hours of course work at EIU.

Completion of at least three of the five lower division core CDS courses in the major and achievement of a minimum 2.75 GPA for all lower division core CDS courses completed at the time of application. Lower division core courses are:

CDS 2000 - Introduction to Communication Disorders & Sciences. Credits: 1

CDS 2100 - Phonetics and Phonological Development. Credits: 3

CDS 2200 - Language Acquisition. Credits: 3

CDS 2500 - Anatomy and Physiology of the Speech, Language, Swallowing, and Hearing Mechanism. Credits: 3  
 CDS 2800 - Speech Science. Credits: 3

#### IV. Registration for Upper Division Courses

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Only students admitted to the CDS major will be approved to register for upper division (3000 or higher) CDS courses.

#### V. Probational Majors Who Do Not Meet Admission to the CDS Major Criteria

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Probational CDS majors who do not meet the requirements for admission to the CDS major will remain classified as probational. Probational majors may continue to take lower division CDS courses; however, probational majors may not register for upper division CDS courses. Probational majors may reapply for admission to the major when they meet the admission requirements or they may seek advisement in changing majors.

#### VI. Application Deadlines

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Applications are available in the Department Office, Room 2105, Human Services Center. Probational majors must return completed applications to the Department Office on or before the following deadlines in order to be admitted to the major and register for upper-division courses:

Admission	Application Deadline	Notification Date
Fall	February 1	March 1
Fall(Entering Summer)	June 15	July 1
Spring	September 15	October 1

\*Note: The Master's Degree is the required level of training for Certification by the American Speech-Language-Hearing Association, the Illinois State Board of Education, and the Illinois Department of Financial and Professional Regulation. At least a 3.00 GPA (A=4.0) in the undergraduate Communication Disorders and Sciences major, two letters of recommendation, GRE scores, and completion of Communication Disorders and Sciences and Graduate School application procedures are required for admission consideration to the graduate program at EIU. Admission is competitive. All applicants are ranked by a Graduate Admissions Committee according to major GPA, Clinical Criteria, and Professional Criteria.

\*\* A 2.5 overall GPA and a 2.75 GPA in the Communication Disorders and Sciences major are required for admission to CDS 4900.

#### Major (toward professional credentials)\*

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The major in Communication Disorders and Sciences comprises:

BIO 2001G - Human Physiology. Credits: 4 or  
 BIO 2200 - Human Anatomy. Credits: 4  
 CDS 2000 - Introduction to Communication Disorders & Sciences. Credits: 1  
 CDS 2100 - Phonetics and Phonological Development. Credits: 3  
 CDS 2200 - Language Acquisition. Credits: 3  
 CDS 2500 - Anatomy and Physiology of the Speech, Language, Swallowing, and Hearing Mechanism. Credits: 3  
 CDS 2800 - Speech Science. Credits: 3

CDS 3100 - Phonological Assessment and Remediation. Credits: 3  
 CDS 3200 - Developmental Language Disorders. Credits: 3  
 CDS 3500 - Neurological/Embryological Aspects of Communication. Credits: 3  
 CDS 3700 - Diagnosis and Treatment of Communication Disorders. Credits: 3  
 CDS 3900 - Introduction to Clinical Techniques in Communication Disorders. Credits: 1  
 CDS 4300 - Introduction to Audiology. Credits: 3  
 CDS 4350 - Aural Rehabilitation. Credits: 3  
 CDS 4760 - Voice Production and Disorders. Credits: 3  
 CDS 4800 - Communication Modalities. Credits: 3  
 CDS 4820 - Language and Literacy. Credits: 2  
 CDS 4900 - Clinical Practice. Credits: 1  
 ELE 2320 - Childhood and Early Adolescent Development. Credits: 3 or PSY 3515  
 PHY 1071 - Physics of Sound and Music. Credits: 3  
 PHY 1072 - Physics of Sound and Music Laboratory. Credits: 1  
 PSY 1879G - Introductory Psychology. Credits: 3  
 PSY 3515 - Child Psychology. Credits: 3 or ELE 2320  
~~PSY 3765 - Methods in Behavioral Management. Credits: 3 or PSY3780 - Abnormal Psychology. Credits: 3~~  
 PSY 4515 - Children with Exceptionalities. Credits: 3 or  
 SPE 3000 - Education of Individuals with Exceptional Learning Needs. Credits: 3

#### Suggested Four-Year Plan of Study

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 First Year, First Semester - Total Hours: 16  
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General Education Elective. Credits: 3  
 General Education Elective. Credits: 3  
 CDS 2000 - Introduction to Communication Disorders & Sciences. Credits: 1  
 ENG 1001G - Composition and Language. Credits: 3  
 PSY 1879G - Introductory Psychology. Credits: 3  
 SPC 1310G - Introduction to Speech Communication. Credits: 3

First Year, Second Semester - Total Hours: 16  
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General Education Elective. Credits: 3  
 General Education Elective. Credits: 3  
 General Education Elective. Credits: 3  
 BIO 2001G - Human Physiology. Credits: 4  
 ENG 1002G - Composition and Literature. Credits: 3

Second Year, First Semester - Total Hours: 16  
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Elective. Credits: 3  
 CDS 2200 - Language Acquisition. Credits: 3  
 CDS 2500 - Anatomy and Physiology of the Speech, Language, Swallowing, and Hearing Mechanism. Credits: 3  
 HIS 3600G - The U.S. Constitution and the Nation. Credits: 3 or PLS 1153G  
 PHY 1071 - Physics of Sound and Music. Credits: 3  
 PHY 1072 - Physics of Sound and Music Laboratory. Credits: 1  
 PLS 1153G - American Government and Constitution. Credits: 3 or HIS 3600G

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Second Year, Second Semester - Total Hours: 15

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Elective. Credits: 3  
Elective. Credits: 3  
CDS 2100 - Phonetics and Phonological Development. Credits: 3  
CDS 2800 - Speech Science. Credits: 3  
ELE 2320 - Childhood and Early Adolescent Development. Credits: 3 or  
PSY 3515 - Child Psychology. Credits: 3

Third Year, First Semester - Total Hours: 15

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Elective. Credits: 3  
CDS 3100 - Phonological Assessment and Remediation. Credits: 3  
CDS 3200 - Developmental Language Disorders. Credits: 3  
CDS 3700 - Diagnosis and Treatment of Communication Disorders. Credits: 3  
PSY 4515 - Children with Exceptionalities. Credits: 3 or  
SPE 3000 - Education of Individuals with Exceptional Learning Needs. Credits: 3

Third Year, Second Semester - Total Hours: 16

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General Education Elective. Credits: 3  
Elective. Credits: 3  
Elective. Credits: 3  
CDS 3500 - Neurological/Embryological Aspects of Communication. Credits: 3  
CDS 3900 - Introduction to Clinical Techniques in Communication Disorders. Credits: 1  
~~PSY 3765 - Methods in Behavioral Management. Credits: 3 or PSY3780 - Abnormal Psychology. Credits: 3~~  
~~3~~  
Elective. Credits: 3

Fourth Year, First Semester - Total Hours: 13-14

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Elective. Credits: 3  
Elective or Foreign Language. Credits: 3-4  
CDS 4300 - Introduction to Audiology. Credits: 3  
CDS 4760 - Voice Production and Disorders. Credits: 3  
CDS 4900 - Clinical Practice. Credits: 1 (See footnote \*\*)

Fourth Year, Second Semester - Total Hours: 15-16

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Senior Seminar. Credits: 3  
Elective or Foreign Language. Credits: 3-4  
CDS 4820- Language and Literacy. Credits: 2  
CDS 4350 - Aural Rehabilitation. Credits: 3  
CDS 4800 - Communication Modalities. Credits: 3

Footnote

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(Major GPA based on all Communication Disorders and Sciences courses taken at EIU.)