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## **Agenda for the January 19, 2006 CAA Meeting**

**Items approved:** 05-102, Extension of the withdrawal deadline with a grade of “W” and deleting the WP/WF grade (Revised Policy)  
06-01, ESC/GEG 3020, Natural Disasters: Causes and Effects (New Course)  
06-02, Geography (Revised Major)  
06-03, BIO 2320, Economic Botany – Role of Plants in the World Economy (Revised Course)  
06-04, BIO 3710, Plant – Animal Interactions (New Course)

**Items Pending:** 05-55, Grade Appeals (Revised Policy)  
05-94, Mathematics Major (Revised Program)  
05-95, Mathematics and Computer Science (Revised Program)

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

*January 19 2006*

The January 19 2006 meeting of the Council on Academic Affairs was held at 3:05 p.m. Booth Library Conference Room 4440.

Dr. Reid introduced Mr. Eric Glenn and Mr. Ben Marcy. Both will serve as student representatives on CAA.

**Members present:** Dr. Bower, Dr. Carwell, Mr. Collier, Dr. Dietz, Ms. Dilworth, Mr. Glenn, Mr. Marcy, Dr. Reid, Dr. Roszkowski, Ms. Sterling, Dr. Stowell, and Dr. Upadhyay.

**Members absent:** Dr. French.

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

**Guests present:** Dr. Age, School of Technology; Dr. Coutant, Biological Sciences; Dr. Gutowski, Geography/Geology; Ms. Harvey, Records & Registration; Dr. Haile Mariam, Faculty Senate; Dr. Methven, Biological Sciences; and Ms. Zuber, Records & Registration.

#### **I. Approval of the January 12, 2006 Minutes.**

The minutes of January 12, 2006 were approved as written.

#### **II. Communications:**

None.

#### **III. Committee Reports:**

Dr. Reid reported on Committee for the Assessment of Student Learning (CASL) activities. Also, she indicated that she had contacted the Council on Graduate Studies (CGS) to request an appointment for the Course Proposal Format Review Committee. She will report back when an appointment is made. In addition, she said, Ms. Jean Dilworth agreed to serve on the committee. Ms. Dilworth also agreed to serve on and chair the Professor Laureate Subcommittee. Finally, Dr. Reid noted that the CAA and CGS Executive Committees will hold a joint meeting on Monday, January 23 to discuss the grade appeals policy.

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

1. 06-05, MAT 2170, Computer Science I (New Course)
2. 06-06, INT 4863, Packaging Design, Specialty Inks, and Coatings (New Course)

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

#### **VI. Items Acted Upon:**

1. **05-102, Extension of the withdrawal deadline with a grade of “W” and deleting the “WP/WF” grade (Revised Policy)**

Ms. Harvey presented the proposal and answered questions of the council. As a member of the Campus Advising Network (CAN), Dr. Dietz identified questions and concerns about the proposal that the group expressed during a recent electronic meeting. In addition, she reported that the group supported the proposal.

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

The proposal (**See Attachment A**) was approved, *effective Spring 2006*.

**2. 06-01, ESC/GEG 3020, Natural Disasters: Causes and Effects (New Course)**

Dr. Gutowski presented the proposal and answered questions of the council. The council members requested that "WI" be added to the end of the course description to identify the course as writing intensive.

Dr. Carwell moved and Dr. Dietz seconded the motion to approve the proposal. The motion passed unanimously.

The proposal was approved, *effective Fall 2006*.

**ESC/GEG 3020. Natural Disasters: Causes and Effects (3-0-3) F. Natural Disaster.** An overview of hazardous environments, natural or partly induced by human activity. Emphasis on understanding the physical processes and social systems that interact to produce disasters. Considers spatial and temporal distribution of hazards with reference to human populations. Provides options for assessing risk, disaster preparation and loss reduction. WI

**3. 06-02, Geography (Revised Major)**

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

Ms. Dilworth moved and Mr. Collier seconded the motion to approve the proposal. The motion passed unanimously.

The proposal (**See Attachment B**) was approved, *effective Fall 2006*.

**4. 06-03, BIO 2320, Economic Botany – Role of Plants in the World Economy (Revised Course)**

Dr. Methven and Dr. Coutant presented the proposal and answered questions of the council.

Dr. Roszkowski moved and Dr. Bower seconded the motion to approve the proposal. The motion passed unanimously.

The proposal was approved, *effective Spring 2007*.

**BIO 2320. Economic Botany – Role of Plants in the World Economy. (3-0-3) S. Economic Botany.** The impact of plants and plant products on the world economy, with emphasis on the U. S. economy. Course also includes information on the origin, development, diversity and future impact of plants and plant products on the world economy. Prerequisites: BIO 1200G or permission of the instructor. WA

**5. 06-04, BIO 3710, Plant – Animal Interactions (New Course)**

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

Mr. Collier moved and Mr. Glenn seconded the motion to approve the proposal. The motion passed unanimously.

The proposal was approved, *effective Spring 2007*. The course will be taught for the first time Spring 2008.

**BIO 3710. Plant – Animal Interactions. (3-0-3) S-even-numbered years. Plant-Animal Int.** The course examines diverse interactions between plants and animals, including exploitative, commensal, and mutualistic relationships, as well as those indirectly affecting or mediated by third parties involved in multi-trophic interactions, such as fungi and bacteria. Prerequisites: BIO1200G and BIO1300G. WA

Mr. Collier left the meeting at 2:45 p.m.

**VI. Discussion to identify issues related to the Banner project that Council Members would like addressed during the January 26, 2006 Banner presentation.**

1. Dr. Jeff Cross asked to know in advance of CAA's January 26 meeting, if there are any issues related to the Banner project that he and Ms. Sue Harvey should be prepared to address. The meeting provides an opportunity for additional conversation about how the University's student data systems can be transformed to help us do our work and improve services, but they would appreciate knowing any particular CAA concerns.

*The council members identified questions they had about Banner. Dr. Herrington-Perry was able to answer some of the questions. Dr. Reid will present a list of the remaining questions to Dr. Cross prior to next week's meeting.*

**VII. Pending:**

1. 05-55, Grade Appeals (Revised Policy)
2. 05-94, Mathematics Major (Revised Program)
3. 05-95, Mathematics and Computer Science (Revised Program)
4. Banner Presentation
5. Appointment of a General Education Review Committee
6. Presentation of the CAA Electronic Meeting Discussion Board

**The next meeting will be held Thursday, January 26, 2006.**

The meeting adjourned at 2:50 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 \*\*\*\*\*

Thursday, January 26, 2006  
Conference Room 4440 – Booth Library @ 2:00 p.m.

**Agenda**

1. Banner Presentation
2. Presentation of the CAA Electronic Meeting Discussion Board
3. 05-94, Mathematics Major (Revised Program)
4. 05-95, Mathematics and Computer Science (Revised Program)
5. 06-05, MAT 2170, Computer Science I (New Course)
6. 06-06, INT 4863, Packaging Design, Specialty Inks, and Coatings (New Course)

**Pending:**

1. 05-55, Grade Appeals (Revised Policy)

**Approved Executive Actions:****COS****Effective Fall 2006**

1. SOC 3650 – Remove the writing-intensive designation from SOC 3650.
2. SOC 4700 – Remove the writing-intensive designation from SOC 4700.

**LCBAS****Effective Fall 2006**

1. BUS 3970 – Revise the course prerequisites for BUS 3970.

**BUS 3970 – Study Abroad. (Arr.-Arr.-1-15)** See EIU 3970. Prerequisite: Admission to the School of Business or permission of the Associate Chair.

2. FCS 3340 – Change the course offering for FCS 3340 from Fall to Spring.
3. FCS 4340 – Change the course offering for FCS 4340 from Spring to Fall.
4. MAR 4700 – Revise the course prerequisites for MAR 4700.

**MAR 4700 Marketing Strategies. (3-0-3) F, S.** A study of the analysis, planning, implementation and control of marketing activities which are designed to achieve consumer satisfaction and the objectives of the organization. Prerequisite: BUS 3470, MAR 3490, **MAR 3550, MAR 3620**, MAR 3720, MAR 3860, senior standing, and admission to the School of Business or permission of the Associate Chair.

**Graduate School****Effective Fall 2006**

Include the International English Language Testing System (IELTS) scores for English mastery with the undergraduate admission criteria for international students.

**(Pages 45 & 46 of the 2005-06 Undergraduate Catalog)**

**International Applicants****Standard and Conditional Admission for Undergraduate Applicants**

Undergraduate international applicants must submit a complete packet of admission materials to the Office of International Programs. A complete packet for undergraduate applicants includes an international application, an application fee, an approved financial affidavit form, an official raised seal transcript from high school, and documentation of English mastery. The approved financial affidavit form must verify the applicant's financial status for study. For undergraduate applicants the raised seal transcript or original copy of national examinations must document completion of secondary education, comparable to that awarded by a United States high school. The high school transcript must also verify that the applicant earned a minimum GPA of 2.0 on a 4.0 scale.

English language mastery for undergraduate applicants for admission may be documented in one of the following ways:

1. Submission of a score of 500 or higher on the paper-based Test of English as a Foreign Language (TOEFL), a score of 173 or higher on the computer-based TOEFL, or a score of 61 or higher on the internet-based TOEFL, **or a minimum International English Language Testing System (IELTS) score of 6.0 (academic module).**
2. Submission of evidence of residency in a nation whose official language is English.
3. Submission of evidence of successful completion of 24 semester hours of college credit at an accredited college or university in the United States.

4. Submission of evidence of a Level 112, Certificate of Completion from an ELS Language Center located in the United States.
5. Submission of evidence of successful completion of three years of high school in the United States and an ACT composite standard score of at least 18 (SAT 860).

Admission to EIU and an approved financial affidavit form are required in order for the Office of International Programs to issue SEVIS Form I-20 or DS-2019. Applicants who meet all of the requirements for admission, but do not meet the criteria for English mastery may be offered Conditional Admission.

Conditional admission may be offered to undergraduate international applicants who meet the criteria for admission to EIU except for English language mastery. Conditional admission is granted only by the Office of International Programs. Undergraduates with conditional admission status must provide evidence of meeting English language mastery to the Office of International Programs by submitting a score of 500 or higher on the paper-based TOEFL a score of 173 or higher on the computer-based TOEFL, a score of 61 or higher on the internet-based TOEFL, **a minimum International English Language Testing System (IELTS) score of 6.0 (academic module)** or completion of Level 112, Certificate of Completion from an ELS Language Center located in the United States.

**Pending Executive Actions:**

**None.**

### **Attachment A**

**Extended the withdrawal deadline with a grade of “W” and deleted the WP/WF grade. Revisions to the catalog copy as a result of these changes are shown below.**

#### **Withdrawal from a Course** (Page 56 of the 2005-06 Undergraduate Catalog)

1. During a Fall or Spring Semester, a student may withdraw from a course by 4 p.m. on the 10th class day and not receive a grade.
2. From the 11th class day until the close of business on the Friday of the ~~ninth~~ **11<sup>th</sup>** class week of the semester, a student may withdraw from a course with a grade of "W." ~~3- A student who withdraws after the Friday of the ninth class week but by the Friday of the 11th class week of the semester shall receive a grade of "WP" if work in the course is passing, or a grade of "WF" if work in the course is failing.~~ No student may initiate withdrawal from a course later than the Friday of the 11th class week of the semester. Cutoff dates for intersession and summer terms are reduced proportionately. Specific withdrawal dates are established for each term. These dates are published in the class schedule for the appropriate term.

For information regarding the billing of tuition and fees, see the REFUNDS section of this catalog.”

#### **Academic Standing** (Page 52 of the 2005-06 Undergraduate Catalog)

##### Grades

The grades given in courses are as follows:

<u>Grade</u>	<u>Description</u>	<u>Value</u>
A	Excellent	4
B	Good	3
C	Average	2
D	Poor but Passed	1
F	Failed	0
CR	Credit	--
NC	No Credit	--
AU	Audit	--
DC	Deferred Credit	--
I	Incomplete	--
W	Withdrew-- No Grade	--
<del>WP</del>	<del>- Withdraw - Passing -</del>	<del>--</del>
<del>WF</del>	<del>= Withdraw - Failing =</del>	<del>--</del>
X	No Grade Submitted	--

**Attachment B****PROPOSED REVISION TO GEOGRAPHY MAJOR (B.S.)**

## Geography

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 (BS)  
 Major  
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The Geography Major comprises the following courses and one of the concentrations below.

ESC 1300G - Introduction to Earth Sciences. Credits: 4 (cross listed with GEL 1300G)  
 ESC 1400G - Weather and Climate. Credits: 4  
 ESC 3200 - Human Impacts on the Environment. Credits: 3 (cross listed with GEG 3200)  
 GEG 1100G - Cultural Geography. Credits: 3  
 GEG 1200G - World Regional Geography. Credits: 3  
 GEG 3200 - Human Impacts on the Environment. Credits: 3 (cross listed with ESC 3200)  
 GEG 3420 - Principles of Geomorphology. Credits: 3 (cross listed with GEL 3420)  
 GEG 3800 - Introduction to Cartography. Credits: 3  
 GEG 3875 - Field Methods. Credits: 3  
 GEG 3885 - Quantitative Methods in Geography. Credits: 3  
 GEL 1300G - Introduction to Earth Sciences. Credits: 4 (cross listed with ESC 1300G)  
 GEL 3420 - Principles of Geomorphology. Credits: 3 (cross listed with GEG 3420)

## Concentrations:

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 All majors will take 18 semester hours from geography and/or earth science courses in addition to the 29 semester hours of required courses.

## 1. General Geography

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 Eighteen semester hours from geography and/or earth science courses other than Required Courses. The course of study for the General Geography Concentration will be determined by students only after discussion with, and approval by, their major advisor and department chair.

## 2. Environmental Studies

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 Eighteen semester hours from geography and/or earth science other than Required Courses. Student must take at least 12 semester hours from the following:

**BIO 2002G – Environmental Life Sciences. Credits: 3**

~~BIO 3002G – Environmental Life Science. Credits: 3~~

ECN 3810 - Economics of Natural Resources. Credits: 3

ESC 2420 - Regional Geomorphology. Credits: 3

ESC 2450G - Oceanography. Credits: 3 (cross listed with GEL 2450G)

ESC 3010G - Environmental Physical Science. Credits: 3 (cross listed with GEL 3010G)

**ESC/GEG 3020 – Natural Disasters: Causes and Effects. Credits: 3 (cross listed with GEG 3020)**

ESC 3300 - Soils. Credits: 3

ESC 3410 - Climatology. Credits: 3

ESC 3550 - Surface Water Processes and Resources. Credits: 3

ESC 3960 - Special Topics. Credits: 1 to 4

ESC 4275 - Internship in Earth Science. Credits: 1 to 6

ESC 4400 - Independent Study. Credits: 1 to 3

ESC 4430 - Undergraduate Research in Earth Science. Credits: 1 to 3

GEG 4400 - Independent Study. Credits: 1 to 3

GEL 2450G - Oceanography. Credits: 3 (cross listed with ESC 2450G)

GEL 3010G - Environmental Physical Science. Credits: 3 (cross listed with ESC 3010G)

GEL 3425 - Engineering Geology. Credits: 3

GEL 3525 - Hydrogeology. Credits: 3  
GEL 4335 - Environmental Geology. Credits: 3

3. Geographic Techniques/Spatial Analysis

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Eighteen semester hours from geography/earth science other than Required Courses. Students must take at least 12 semester hours from the following:

ESC 3960 - Special Topics. Credits: 1 to 4  
ESC 4400 - Independent Study. Credits: 1 to 3  
GEG 3600 - Economic Geography. Credits: 3  
GEG 3750 - Population Geography. Credits: 3  
GEG 3855 - Computer Mapping. Credits: 3  
GEG 3865 - Advanced Cartography. Credits: 3  
GEG 4275 - Internship in Geography. Credits: 1 to 6  
GEG 4400 - Independent Study. Credits: 1 to 3  
GEG 4430 - Undergraduate Research in Geography. Credits: 1 to 3  
GEG 4890 - Geographic Information Systems. Credits: 3

Additional Optional Geography Courses:

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GEG 3000 - Geography of Illinois. Credits: 3  
GEG 3025 - Geography of the United States and Canada. Credits: 3  
GEG 3050 - Geography and Culture of Africa. Credits: 3  
GEG 3055 - Geography and Culture of Asia. Credits: 3  
GEG 3065 - Geography and Culture of Latin America. Credits: 3  
GEG 3650 - Advanced Cultural Geography. Credits: 3  
GEG 3700 - Historical Geography of the United States. Credits: 3  
GEG 3775 - Urban Geography. Credits: 3  
GEG 3780 - Land Use Planning. Credits: 3

Footnotes:

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(Major GPA based on all geography and required earth science and geology courses taken at EIU.)