
Agenda for the September 7, 2006 CAA Meeting

Item approved: 06-79, Definition of Remedial/Developmental Coursework (New Policy)

Items Pending: 06-52, MIS 4530, Web Application Development (New Course)
06-76, Failing Grade for Non-Attendance (New Grade)
06-78, Policy on Review of Capricious Grading, Forms, and Flowchart (New Policy to Replace IGP 45: Grades Appeals)
06-80, Honors Council Restructuring (New Proposal)

Council on Academic Affairs Minutes

September 7, 2006

The September 7, 2006 meeting of the Council on Academic Affairs was held at 2:00 p.m. in Booth Library Conference Room 4440.

Members present: Dr. Bower, Dr. Carwell, Dr. Dietz, Ms. Dilworth, Mr. Feimer, Ms. Green, Dr. Hyder, Dr. Melvin, Mr. Mitchell, Dr. Roszkowski, Ms. Sommerfeld, Dr. Stowell, and Dr. Upadhyay.

Members absent: None.

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

Guests present: Mr. Goldacker, Communication Disorders & Sciences; Dr. Haile Mariam, Psychology and Faculty Senate; Dr. Sanders, Center for Academic Support & Achievement; Dr. Throneburg, Communication Disorders & Sciences and CASL Chair; and Dr. Wilson, Communication Disorders & Sciences.

Dr. Roszkowski introduced Mr. Mark Feimer and Mr. Robert (Bobby) Mitchell. They will be student representatives on CAA this year.

I. Approval of the August 31, 2006 Meeting Minutes.

The minutes of August 31, 2006 were approved as corrected.

1. Page 3, Number 4, Agenda Item 06-77, Administrative Drop Proposal – Change the effective date in the following sentence to Spring 2007, if possible.

The amended proposal (See Attachment A) was approved, *effective Spring 2006 2007, if possible, pending CGS approval.*

II. Communications:

a.) Executive Action Requests:

1. 8/31/06 memorandum from Dean Hanner, COS, requesting executive action to change the prerequisites for CMH 3915 and CHM 3920 and revise the Biochemistry Concentration in the Chemistry Major (B.S.)
Dr. Stowell noted that program revisions are not listed in the CAA bylaws under the executive decision category. Therefore, he asked whether or not the request to revise the Biochemistry Concentration could be approved as an executive action request or if it needed to be submitted as a proposal. Dr. Herrington-Perry explained that the council had approved similar executive action requests in the past. The council members discussed what to do and whether or not to revise the bylaws to accommodate this request and similar ones in the future. Rather than revise the bylaws the council members requested that the revision to the Biochemistry Concentration be submitted to CAA as a proposal rather than an executive action. Dr. Roszkowski will contact Dean Hanner to explain the council's request.
2. 8/31/06 memorandum from Dean Jackman, CEPS, requesting executive action to revise the prerequisites for the following courses: PED 2000, 3000, 3400, 3610, 3620, 3630, 3700, 3800, 3900, 4275, 4340, 4444, 4450, 4741, 4760, 4761, 4762, and 4900.

b.) Waiver Reports:

1. Summer 2006 Waiver Appeals Report from Judy Kopp, Records Office.
Last week Dr. Roszkowski addressed a question raised at the 8/24/06 meeting about waiver 06-54 on the College of Sciences May 2006 waiver report. She noted that the student appealed the College of Sciences decision and the Grade Appeals Committee approved it. That appeal, COS 06-54, is listed on the Summer 2006 Waiver Appeals Report.
2. Academic Waiver Reports for August 2006 from the Lumpkin College of Business & Applied Sciences and College of Sciences.
Ms. Green mentioned a concern she had with the course ENG 2009G listed under waiver 06-68 on the Lumpkin College of Business & Applied Sciences waiver report. She didn't have a problem with the waiver. However, she said that ENG 2009G, as well as some other courses, have different topics for each section of those courses. Consequently, sometimes students repeat ENG 2009G with a different topic by selecting a section that is not the same content as the original section taken. As a result, a grade recalculation cannot be done without a waiver. Unnecessary confusion is caused by having one course number for what are essentially different topics/courses.

Ms. Green asked the council to discuss this issue, if not today, sometime in the future. Dr. Roszkowski suggested that the item be discussed at a future meeting after some research could be done.

Dr. Roszkowski reported that the CAA/CGS joint meeting to discuss the Policy on Review of Capricious Grading (agenda item 06-78) will be held Thursday, September 28. Also, she said, there may some discussion about the administrative drop proposal (agenda item 06-77) that was approved by CAA at its 8/24/06 meeting. CGS has not review that proposal yet so it's possible they might want to discuss it at the joint meeting.

III. Committee Reports:

None.

IV. Items to be Added to the Agenda:**1. 06-80, Honors Council Restructuring (New Proposal)**

Dr. Dietz moved and Dr. Bower seconded the motion to add this item to the agenda.

VI. Item Acted Upon:**1. 06-79, Definition of Remedial/Developmental Coursework (New Policy)**

Dr. Herrington-Perry presented the proposal and answered questions of the council.

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

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

VII. Pending:

1. 06-52, MIS 4530, Web Application Development (New Course)
2. 06-76, Failing Grade for Non-Attendance (New Grade)
3. 06-78, Policy on Review of Capricious Grading, Forms, and Flowchart (New Policy to Replace IGP 45: Grades Appeals)

VII. Discussion of University Assessment Plan and CASL Objectives:

Dr. Karla Sanders and Dr. Rebecca Throneburg distributed copies of the Plan for the Assessment of Student Learning; gave a power point presentation regarding the assessment plan (link to that presentation); and handed out a flyer about a workshop on assessing group presentations and debates. During the presentation they answered questions and shared information about each student learning goal (speaking effectively, writing effectively, critical thinking, global citizenship).

Also, they discussed how these goals are being assessed, whether or not the current tools used to assess the goals work, assessment results, and a plan of action for each goal. Finally, they discussed the CASL goals for 2006-07.

Ms. Dilworth and Dr. Melvin left the meeting at 2:52 p.m.
 Dr. Dietz left the meeting at 3:10 p.m.
 Dr. Upadhyay left the meeting at 3:15 p.m.

The next meeting will be held Thursday, September 21, 2006.

The meeting adjourned at 3:16 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, September 21, 2006
 Conference Room 4440 – Booth Library @ 2:00 p.m.

Agenda:

1. 06-80, Honors Council Restructuring (New Proposal)

Pending:

1. 06-52, MIS 4530, Web Application Development (New Course)
2. 06-76, Failing Grade for Non-Attendance (New Grade)
3. 06-78, Policy on Review of Capricious Grading, Forms, and Flowchart (New Policy to Replace IGP 45: Grades Appeals)

Approved Executive Actions:

None.

Pending Executive Actions:

CEPS

Effective Spring 2007

1. Add prerequisites to PED 2000.

2000 PED Technique and Practice of Teaching Physical Education Activities. (0-2-1) F, S. An introduction to the techniques of teaching physical education through observation and participation. A minimum of 21 clock hours will be spent in a pre-clinical teaching experience. **Prerequisites: Preference will be given to Physical Education majors.**

2. Add prerequisites to PED 3000.

3000 PED Fitness Concepts for Teachers. (1-0-1) A study of fitness concepts and their applications for practicing and future teachers of all disciplines. Interdisciplinary fitness concepts will be introduced to be used across the curriculum. **Prerequisites: Physical Education Majors are excluded**

3. Revise the prerequisites for PED 3400.

3400 PED Methods of Teaching Physical Education. (3-0-3) Techniques and methods of teaching students in the area of physical education. Thirty clock hours minimum of pre-clinical experience required. Prerequisites: **PED 2000**, EDP 3331 and SED 3330; for ISEP students, SED 3000 and 3100; for Middle Level Education majors, MLE 3110.

4. Change the prerequisites for PED 3610.

3610 PED Game Activities for Elementary Schools. (3-0-3) F. Body mechanics and games; emphasis is on the analysis of and practice in such basic skills as throwing, catching, dodging, striking an object. Prerequisites: **Grade of "C" or better in both PED 2000 and PED 3600.**

5. Update the prerequisites for PED 3620.

3620 PED Rhythmical Activities for Elementary Schools. (3-0-3) F. Dance and creative rhythms; emphasis is on basic locomotor and axial skills in movement as well as the specific skills in folk and square dance. Prerequisites: **Grade of "C" or better in both PED 2000 and PED 3600.**

6. Modify the prerequisites for PED 3630.

3630 PED Tumbling and Apparatus Activities for Elementary Schools. (3-0-3) S. A study of tumbling and apparatus in the elementary school curriculum. Spotting techniques in mat and apparatus work are stressed. Prerequisites: **Grade of "C" or better in both PED 2000 and PED 3600.**

7. Delete the prerequisites for PED 3700.

3700 PED Psychological Foundations of Coaching. (2-0-2) F. The course is designed to provide the prospective athletic coach with an understanding of the principles of psychology as they apply to coaching. **Prerequisites: PSY 1879G.**

8. Revise the prerequisites to PED 3800.

3800 PED Biomechanics of Human Movement. (2-0-2) F, S. The study of the nature and function of human movement in physical activity. Also discussed will be the linear and angular kinematic variables during human movement. Prerequisites: **Admission into the Physical Education major; Grade of "C" or better in BIO 2001G, PED 1500, PED 2440.**

9. Amend prerequisites for PED 3900.

3900 PED Microcomputers in Physical Education. (3-0-3) F. This course is designed to orient students to the various kinds of software and hardware being used in the physical education and fitness-related occupations. History, hardware and software selection specific to physical education, software evaluation, fitness data management, and word processing will be included in the course content. Prerequisites: No minimum programming level requirements; this is not a programming course. Credit will not be given for both HST 3199 and PED 3900: **Grade of "C" or better in BIO 2001G, PED 1500, PED 2440 for admission into Physical Education major.**

10. Revise the prerequisites for PED 4275.

4275 PED Field Experience. (Arr.-Arr.-3 or 6) (Credit/No Credit) An individually planned work experience in a business, agency, or program appropriate to the student's area of specialization. Prerequisites: **Admission to Physical Education major; Completion of all coursework to complete Physical Education degree; permission of B.S. Advisor and Chairperson.**

11. Modify the prerequisites for PED 4340.

4340 PED Principles of Exercise Physiology. (3-0-3) The course is designed to provide the prospective physical educator and paramedical personnel with an understanding of the physiological factors which affect human performance. Prerequisites: **Grade of "C" or better in BIO 2001G and PED 1500, PED 2440 for admission to Physical Education degree or permission of Department Chair. BIO 2001G.**

12. Change the prerequisites for PED 4440.

4440 PED Physical Fitness Appraisal and Performance Assessment. (2-2-3) F. A study of the basic scientific components of fitness and the measurement of different indices of physical fitness common to corporate, clinical, and laboratory settings. Prerequisites: **Grade of "C" or better in BIO 2001G, PED 1500, PED 2440, PED 4340. PED 4340, BIO 2001G.**

13. Update the prerequisites for PED 4450.

4450 PED Designing Exercise and Sports Training Programs. (3-0-3) S. The application of exercise science principles to the design and implementation of exercise and sports training programs for the coach, teacher and sport practitioner. Prerequisites: **Grade of "C" or better in BIO 2001G, PED 1500, PED 2440, PED 4340, PED 4440. PED 4340, 4440, and BIO 2001G.**

14. Add prerequisites to PED 4741.

4741 PED. Independent Study. (Arr.-Arr.-1-3) As arranged. Note: May be repeated; the maximum amount of credit which may be earned is six semester hours. **Prerequisites: Junior status and Permission of Department Chairperson.**

15. Revise the prerequisites for PED 4760.

4760 PED. Sport Law. (3-0-3) S. A survey of the law of liability, negligence and tort in sport (including coaching) and fitness agencies. Pertinent concepts related to owning and operating a fitness club and legal constraints affecting the operation of athletic facilities will be included. Prerequisites: **Grade of "C" or better in BIO 2001G, PED 1500, PED 2440 for admission into undergraduate Physical Education major or permission of department chair for graduate admission. PED 4320 or permission of instructor.**

16. Change the prerequisites for PED 4761.

4761 PED. Sport Management and Administration. (3-0-3) F. Concepts, administrative processes, systems and styles with theoretical application to leadership in various sport and fitness environments. Prerequisites: **Grade of "C" or better in BIO 2001G, PED 1500, PED 2440 for admission into undergraduate Physical Education major or permission of department chair for graduate admission. PED 4320 or permission of instructor.**

17. Revise the prerequisites for PED 4762.

4762 PED Publicity in Sports. (3-0-3) S. Applications and protocol of sports publicity strategies. Prerequisites: **Grade of "C" or better in BIO 2001G, PED 1500, PED 2440 for admission into undergraduate Physical Education major or permission of department chair for graduate admission.** ~~JOU 3820 or permission of instructor.~~

18. Modify the prerequisites for PED 4900.

4900 PED Special Topics in Exercise Physiology. (1-0-1) 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. Prerequisites: **Grade of "C" or better in the following coursework: BIO 2001G, PED 2440, 4340; or permission of Department Chair for graduate admission.** ~~PED 2440, 4340, BIO 2001G; or equivalent undergraduate exercise physiology course.~~

COS

Effective Fall 2007

1. Change the prerequisites for CHM 3915.

3915 CHM Physical Chemistry Laboratory. (1-4-2) S. Experimental investigation of the thermodynamic and kinetic behavior of several chemical systems.

Prerequisites: ~~CHM 3910~~ **CHM 3910 with grade of C or better.** WI

2. Revise the prerequisites for CHM 3920.

3920 CHM Quantum Chemistry. (3-0-3) S. Introduction to the principles of quantum mechanics and their application to atoms, molecules, chemical bonding, and statistical thermodynamics. Prerequisites: ~~CHM 1410 and 1415; PHY 1361 and 1362; MAT 2442~~ **CHM 2730 (or concurrent enrollment therein); PHY 1361 and 1362; MAT 2442.**

Attachment A

**EASTERN ILLINOIS UNIVERSITY
OFFICE OF THE PROVOST AND VICE PRESIDENT
FOR ACADEMIC AFFAIRS**

Mary Herrington-Perry
Assistant Vice President for Academic Affairs

(217) 581-7681
mherry@eiu.edu

TO: Council on Academic Affairs

RE: Definition of Remedial/Developmental Coursework

DATE: August 18, 2006

Eastern currently does not have a formal policy to govern whether or not it will award credit to transfer courses that are remedial or developmental in nature. For that reason, I request that the Council consider approving the policy below:

Eastern Illinois University defines remedial, developmental, preparatory, or orientation coursework as that whose *primary* focus is to prepare students for college-level success by ameliorating deficiencies in areas such as writing, reading, mathematics, and other basic skills (e.g., study skills, time management skills, test taking skills, etc.) Such coursework will not be awarded transfer credit.