Agenda for the April 16, 2009 CAA Meeting

Items approved: 09-39, CMN 2375, Practical Experience (New Course)
09-42, Summary of EIU's Request for an Institutional Change in Educational Offerings from the Higher Learning
Commission of the North Central Association.

Items Pending: 09-13, Proposal to Add a New Requirement for Graduation: Writing-Intensive and/or Writing
Centered Course Completion
09-40, CMN 2920, Introduction to Public Relations (New Course)
09-41, Communication Studies: Public Relation Option (Revised Option)
09-43, Class Attendance Policy (Revised IGP)
09-44, MAT 4920, Concepts of Algebra for Elementary and Middle Level Teachers (Revised Course)
09-45, BIO 1001G, Biological Principles and Issues (Revised Course)
Charge to the Ad Hoc Committee on Cultural Diversity to propose guidelines for cultural diversity designated courses
Professor Laureate Guidelines
Senior Seminar Review Committee, reconstituted 1/22/09 (Ongoing)

Council on Academic Affairs
Minutes
April 16, 2009

The April 16, 2009 meeting of the Council on Academic Affairs was held at 2:02 p.m. in Room 4440, Booth Library.

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

Members Absent: Ms. Adeniyi and Dr. Lucas.

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

Guests Present: Dr. Borzi, Communication Studies; Dr. Gill, Communication Studies; Ms. Miller, College of Arts & Humanities; Dr. Stimac, Geology/Geography; and Dr. Sowa, Communication Studies.

I.   Approval of the April 9, 2009 CAA Meeting Minutes.
Dr. White moved and Dr. Campbell seconded the motion to approve the April 9, 2009 CAA minutes as written. The minutes were approved as written.

II.   Communications:
a.   Waiver Reports
1.   Revised College of Sciences waiver report for February 2009.
b.   Other:
1.   April 6, 2009 memorandum from Dean Hanner, COS, reporting on the review of the foreign language requirement by departments within the College of Sciences.
2.   April 7, 2009 email from Dr. Jeffrey Stowell regarding his appointment on the Academic Technology Advisory Committee (ATAC).
At today's meeting there were no volunteers from CAA to fill the ATAC appointment. The council requested that Dr. Jeffrey Stowell continue his ATAC appointment since he expressed willingness to do so in his email dated April 7, 2009.

Note: After the meeting, Dr. Stowell confirmed that he would be happy to continue in his position on ATAC. His new term will cover the academic years 2009-11.

Dr. Hyder arrived at 2:05 p.m.

III.   Committee Reports:
1.   Dr. Sterling indicated that possibly next week the Professor Laureate Committee will submit a proposal to CAA to revise the professor laureate criteria and nomination process guidelines.

IV.   Items Added to the Agenda:
1.   09-43, Class Attendance Policy (Revised IGP)
2.   09-44, MAT 4920, Concepts of Algebra for Elementary and Middle Level Teachers (Revised Course)
3.   09-45, BIO 1001G, Biological Principles and Issues (Revised Course)

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

V. Items Acted Upon:

    1. 09-39, CMN 2375, Practical Experience (New Course)
    Dr. Borzi presented the proposal and answered questions of the council.

    Dr. Sterling moved and Ms. Dilworth seconded the motion to approve the proposal. The motion passed with following vote:

    Yes: Alexander, Bower, Campbell, Dilworth, Green, Hendrickson, Reid, Sterling, White.
    No: Hyder.

    The proposal was approved, effective Fall 2009.

        2375 CMN. Practical Experience. (Arr-Arr-1) F. This course gives students practical experience in communication practices in an organizational setting. The course cannot be used as a elective in the major. Course may be repeated to a maximum of four hours and is restricted to Communication Studies majors and minors.

    2. 09-40, CMN 2920, Introduction to Public Relations (New Course) and 09-41, Communication Studies: Public Relation Option (Revised Option)
    Dr. Borzi, Dr. Gill, and Dr. Sowa presented agenda item 09-40 and Dr. Borzi requested that the following statement be added to the course description "Credit will not be counted for both CMN 2920 and JOU 3920." In addition, they answered questions of the council.

    Ms. Dilworth moved and Dr. Sterling seconded the motion to return agenda items 09-40 and 09-41 to the college for further consideration and to request the following:

        1. Clarification of the course rationale in Part IV, 1, of the course proposal (agenda item 09-40)
        2. Discussion between Journalism and Communication Studies regarding possible overlap of JOU 2920, JOU 3920, and CMN 3920.
        3. Completion of Part IV, 3, of the course proposal (agenda item 09-40) explaining how CMN 2920 is similar to JOU 3920, and how it differs from CMN 3920.

    The motion passed unanimously.

    Next, Dr. Hyder moved and Dr. Sterling seconded the motion that CAA request that the Dean of the College of Arts & Humanities provide clarification about why both Journalism and Communication Studies Departments have public relation options and whether there is an overlap between the two options.

    The motion failed with the following vote:
        Yes: Hyder.
        No: Bower, Campbell, Dilworth, Green, Hendrickson, Reid, White.
        Abstain: Alexander, Sterling.

    3. 09-42, Summary of EIU's Request for an Institutional Change in Educational Offerings from the Higher Learning Commission of the North Central Association.
    At last week's CAA meeting, Provost Lord provided an explanation of the summary and answer questions of the council. Today, there were no questions.

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

    Yes: Alexander, Bower, Dilworth, Green, Hendrickson, Hyder, Reid, White.
    No: Sterling.
    Abstain: Campbell.

    The summary **(See Attachment A)** was approved.

Dr. Sterling left the meeting.

VI. Program Review Presentations:
　1. B.S. in Geography
　　Dr. Gutowski distributed a handout to the council members and gave a PowerPoint presentation which summarized the B.S. in Geography Program. There were no questions.

　2. B.S. in Geology
　　Dr. Stimac distributed a handout to the council members and gave a PowerPoint presentation which summarized the B.S. in Geology Program. In addition, he answered questions of the council.

　Dr. Bower thanked Dr. Gutowski and Dr. Stimac for their presentations.

VII. 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 Guidelines (Ongoing)
　4. Senior Seminar Review Committee, reconstituted 1/22/09 (Ongoing)

The next meeting will be held Thursday, April 23, 2009.

The meeting adjourned at 3:40 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 **********
April 23, 2009
Conference Room 4440 – Booth Library @ 2:00 p.m.

Agenda:
　1. 09-43, Class Attendance Policy (Revised IGP)
　2. 09-44, MAT 4920, Concepts of Algebra for Elementary and Middle Level Teachers (Revised Course)
　3. 09-45, BIO 1001G, Biological Principles and Issues (Revised Course)

Approved Executive Actions:
　None.

Pending Executive Actions:
　None.

Attachment A

Summary of Eastern Illinois University's Request for an Institutional Change in Educational Offerings from the Higher Learning Commission of the North Central Association

1. Requested Change

Eastern Illinois University requests a change in educational offering (policy IC2B) so that it may offer selected undergraduate, post-baccalaureate, and graduate degrees wholly online.

2. Anticipated Outcomes/Relationship to Mission

This change will allow Eastern to provide high quality degree completion opportunities to working adults and other place-bound students, including those residing in regions that are underserved by higher education. It thus will enhance the University's ability to recruit and retain students whose personal and financial commitments make it difficult for them to complete degrees on campus.

The request supports Eastern's mission to provide accessible undergraduate and graduate education, as well as the state of Illinois' Public Agenda mandate to increase baccalaureate completion rates. Approval to offer Internet-based degree programs also will enhance the University's ability to remain competitive in an era when institutional boundaries are being blurred by distance learning technologies, such that both out-of-state and in-state institutions are being allowed to offer online programs in Eastern's service region.

3. Demand for EIU Online Programs

By Fall 2009, Eastern will be in a position to offer the B.A. in General Studies, the B.S. in Career and Organizational Studies, and the B.S. in Nursing online. These programs serve working adults who require nontraditional means to complete degrees. The B.A. in General Studies program, established in 1972, serves over 2000 students interested in completing a degree that will make them eligible for promotions and pay increases and/or prepare them for other jobs. The B.S. in Career and Organizational Studies has been serving adults interested in securing supervisory roles in corporate and non-profit settings since 1975; its current enrollment is 105. The B.S. in Nursing, which currently serves 17 students, was approved in 2006 to help increase the number of nurses in the East-Central Illinois region who hold baccalaureate degrees. In recognition of this shortage, Eastern's nursing program recently was awarded a $600,000 grant from the U.S. Department of Health and Human Services to develop interactive online courses.

We anticipate that in five years, approximately one-third of the majors in these programs will elect to complete their degrees entirely online. Given that 38% of off-campus students already take the majority of their courses online, no decrease in on-campus enrollments is anticipated. Instead, online program delivery will enable the University to better serve existing students, to attract new students who place a high premium on convenience, flexibility, and cost savings, and to increase the number who complete baccalaureate degrees. It also will increase the number of off-campus students taking online courses from EIU rather than from other institutions.

In time, additional programs may be developed for online delivery, but it is the University's intention to restrict participation to those that serve off-campus students for whom traditional face-to-face course delivery is not an option.

4. Implementation

The courses required for Eastern's technology-delivered programs will be accessible via the Internet. The majority use WebCT to provide course content, syllabi, assignments, discussion boards, email, quizzes, and exams. Many of these courses use the Elluminate and Echo 360 programs so that off-campus students may participate in on-campus courses, and so that all students subsequently may review the recorded lectures and demonstrations. In accordance with policies established by Eastern's academic councils, all technology-delivered courses have mechanisms in place to ensure the integrity of student work (e.g., password-protected, time-limited, randomized online exams; periodic use of webcams to authenticate test-takers; and so on).

Eastern has used technology to deliver courses since the early 1990's. This spring, the University is offering 87 Internet-based courses, evidence of its continued and growing commitment to technology-delivered education. The infrastructure required to support the change requested from the Higher Learning Commission thus is already in place. One of the many resources provided by EIU's Center for Academic Technology Support (CATS) is a self-assessment quiz that allows students to determine whether online learning is right for them. CATS also provides online training modules to help students orient themselves to both WebCT and Elluminate, and it offers EIU faculty with comprehensive academic technology services that help them to design, develop, implement, and evaluate their technology-delivered courses and programs. Both Nursing and General Studies provide orientation to the use of technology specific to their degree program, either as part of a required course or in an informational packet. All other necessary student services are available online, including access to registration, class schedules, financial aid application and review, grades, program and university graduation requirements, academic policies, and library resources. Instructors, advisors, and counselors also use technology to interact with students, providing guidance and support via Elluminate, WebCT chat, email, and phone. The Textbook Rental Service mails books to students taking online courses. In addition, Information Technology Services (ITS) maintains a 24-hour Help Desk so that a technology professional always is available to answer users' questions.

Because the technology and support required to deliver the identified programs online has previously been provided by CATS, the School of Continuing Education, ITS, and a federal grant, no additional resources are required to implement this request for change.

5. Program Assessment

Online degree programs will be assessed using established procedures. All academic departments are required to develop assessment plans that identify learning objectives and means of assessing them, and to report the results of those assessments annually. If these objectives, measures, or results differ for students completing online programs, departments will be required to report on them separately. Assessment results, as well as plans to improve students' success at attaining objectives, are reported to the Illinois Board of Higher Education according to the provisions of a state law requiring universities to review degree programs on a regular basis. In this fashion, Eastern will ensure that online programs are assessed with as much rigor, thoroughness, and objectivity as are traditional degree programs.