

MINUTES OF THE COUNCIL ON ACADEMIC AFFAIRS

10-04-01

The October 4, 2001 meeting of the Council on Academic Affairs was held at 2:05 p.m. in the Arcola/Tuscola Room.

Members present: Dr. Bock, Mr. Brinkmeyer, Dr. Cosby, Dr. Dietz, Ms. Fernandez, Dr. Helsel, Dr. Methven, Dr. Owen, Dr. Samuels, Dr. Shelton, and Dr. Shonk.

Members absent: Ms. Catto.

Staff present: Dr. Herrington-Perry and Ms. Karr.

Guests present: P. Guinane, S. Harvey, and F. Lewis.

I. Minutes.

The minutes of September 27, 2001 were approved as corrected. Under "Members present" add Dr. Shelton's name.

II. Communications.

1. Request for Executive Action from the College of Education and Professional Studies. Revision of catalog descriptions for elementary education ELE 3250 and ELE 3281.
2. Request for Executive Action from the College of Sciences to change the prerequisites for CDS 4900.
3. Dr. Methven reminded the Council that the Fall Forum on student recruitment and retention is on October 18 from 2:00 to 4:30 p.m. in the Grand Ballroom.
4. Dr. Methven noted that Dr. John Gaboury, the third candidate for Associate V.P.A.A. for Technology, will be on campus on October 10. Council members may meet with him from 2:00 to 2:50 p.m. at 2504 Buzzard or from 3:00 to 3:50 p.m. at the same location.
5. Email from Dr. Fischer, chair of the Faculty Senate, informing faculty who are interested in serving on the EIU President's Search Committee to send their name and one paragraph addressing their understanding and experience with university governance and explaining why they would like to serve on this committee to him by Monday, October 8 by 10:00 a.m.
6. Email from Dr. Fischer, chair of the Faculty Senate, requesting CAA examine the approval process related to Special Courses and Workshops.

III. Reports.

1. Dr. Dietz reported that Dr. Noll has been appointed by CGS to work with the subcommittee preparing draft documents of course proposals and CAA policy formats. The subcommittee will meet in the next week or two and is very close to completing the work and presenting it to CAA.
2. Dr. Methven reported that the Speaking Across the Curriculum Subcommittee met last Friday and requested CASL to prepare a list that satisfied middle level activity. When the subcommittee receives that list, Dr. Herrington-Perry will prepare a matrix to send to departments and request they indicate current practices in classes that already satisfy these requirements.

IV. Items Added to the Agenda.

Dr. Shonk moved and Dr. Owen seconded the motion to add the following item to the agenda.

- 01-66, Proposal to change the minimum required grade point average for admission to the CDS major.

Dr. Methven moved and Dr. Bock seconded the motion to add the following item to the agenda.

- 01-67, Special Courses / Workshop Approval Process.

The meeting adjourned at 2:30 p.m.

Luann Karr, Coordinator.

All Council Minutes and Agenda are available on the Web at <http://www.eiu.edu/~eiucaa/index.caa.htm>.
In addition, an electronic course library is available at <http://www.eiu.edu/acaffair/courselibrary.htm>.

ANNOUNCEMENT OF NEXT MEETING

October 11, 2001

2:00 p.m.

Arcola/Tuscola Room

Agenda:

01-66, Proposal to change the minimum required grade point average for admission to the CDS major.
01-67, Special Courses / Workshop Approval Process

Pending Executive Actions:

1. Revision of catalog descriptions for elementary education ELE 3250 and ELE 3281.
2. CDS 4900 – Change prerequisites to read as follows: “Admission to the major, CDS 2100, 2200, 3100, 3200, 3700, 3900; a major GPA of 2.75 and a cumulative GPA of 2.50; or permission of the department chairperson.”

Executive Officer’s Report:

1. Designate ACC 3100, Accounting Information Systems, as a writing intensive course. Effective immediately.
2. Designate FIN 3730, Financial Markets, as a writing intensive course. Effective immediately.
3. Designate MGT 3450, Human Resource Management, as a writing intensive course. Effective immediately.
4. Designate CIS 3200, Networking Fundamentals, as a writing intensive course. Effective immediately.
5. ACC 4275, change prerequisites and course description to read as follows: “ACC 4275 Internship in Accounting. (Arr.-Arr. -1-12) (Credit/ No Credit) **Monitored work or service experience requiring development and application of accounting knowledge and skills.** Prerequisites: Admission to the Accounting Program, **ACC 3200, and approval of Internship Learning Agreement by School of Business Associate Chair.** Up to 12 hours of internship credit may be counted for graduation.” Effective Fall 2002.
6. CIS 4275, change prerequisites and course description to read as follows: “CIS 4275 **Internship in Computer Information Systems. (Arr.-Arr. -1-12) (Credit/ No Credit) Monitored work or service experience requiring development and application of computer information systems knowledge and skills.** Prerequisites: **Admission to the School of Business, CIS 3000, and approval of Internship Learning Agreement by School of Business Associate Chair.** Up to 12 hours of internship credit may be counted for graduation.” Effective Fall 2002.
7. FIN 4275, change prerequisites and course description to read as follows: “Fin 4275 Internship in Finance. (Arr.-Arr. -1-12) (Credit/ No Credit) **Monitored work or service experience requiring development and application of finance knowledge and skills.** Prerequisites: **Admission to the School of Business, BUS 3710, and approval of Internship Learning Agreement by School of Business Associate Chair.** Up to 12 hours of internship credit may be counted for graduation.” Effective Fall 2002.

8. MGT 4275, change prerequisites and course description to read as follows: "MGT 4275 Internship in Management. (Arr.-Arr. -1-12) (Credit/ No Credit) **Monitored work or service experience requiring development and application of management knowledge and skills.** Prerequisites: **Admission to the School of Business, BUS 3010, and approval of Internship Learning Agreement by School of Business Associate Chair.** Up to 12 hours of internship credit may be counted for graduation." Effective Fall 2002.

9. MAR 4275, change prerequisites and course description to read as follows: "MGT 4275 Internship in Marketing MAR 4275. (Arr.-Arr. -1-12) (Credit/ No Credit) **Monitored work or service experience requiring development and application of marketing knowledge and skills.** Admission to the School of Business, BUS 3470, and approval of Internship Learning Agreement by School of Business Associate Chair. Up to 12 hours of internship credit may be counted for graduation." Effective Fall 2002.