

MINUTES OF THE COUNCIL ON ACADEMIC AFFAIRS

11/15/01

The November 15, 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, Ms. Catto, Dr. Dietz, Ms. Fernandez, Dr. Helsel, Dr. Methven, Dr. Owen, Dr. Samuels, and Dr. Shonk.

Members absent: Dr. Cosby and Dr. Shelton.

Staff present: Vice President Lord, Dr. Herrington-Perry, and Ms. Karr.

Guests present: W. Addison, R. Bradley, P. Fewell, L. Green, S. Harvey, C. Helwig, E. Keiter, N. Key, B. Kuykendall, H. Lasky, F. Lewis, M. May, B. Miller, B. O'Donnell, M. Rennel, C. Roszkowski, K. Sanders, and W. Witsman.

I. Minutes.

The minutes of November 8, 2001 were approved as corrected. Under II., Communications, 5. , had placed a moratorium on actions was corrected to **prohibit executive action.**

II. Communications.

1. Request (11/12/01) for Executive Action from the College of Sciences for the following:
 - *Change course description of ECN 4511.
 - *Delete *MAT 2310 from the department course offerings.
 - *Change prerequisites of MAT 3530.
 - *Change course title of MAT 4920.
2. Email from Robin Murray confirming that the Writing across the Curriculum Committee concurs with CAA's and the Senior Seminar's interpretation of the description of a writing-intensive course as one where the "quantity" of students' writing constitutes at least 35% of the final course grade.
 - *The course proposal format and general education portion of the catalog will be revised to reflect the change.
3. Email from Dean Hitch requesting revision of catalog copy for the following majors to reflect the change in BIO 2001G from a 3 s.h. course to a 4 s.h. course:
 - *Health Studies, Teacher Certification option (Total: 55 sem. hrs.).
 - *Health Studies, Community Health option (Total: 70-71 sem. hrs.).
 - *Physical Education, non-teaching option (Total: 71-75 sem. hrs.).
 - *Physical Education, Athletic Training Teacher Cert. option (80-84 sem. hrs.).
 - *Physical Education, Athletic Training option (Total: 84 sem. hrs.).
 - *Recreation Administration, Therapeutic Rec. option (Total: 82 sem. hrs.).
 - *Physical Education Teacher Cert. minor (Total: 28-30 sem.).
4. Email from the Academic Advising Center regarding the Proposal to Establish Uniform Effective Dates for Curriculum Change.
5. FYI 01-09, Change in teacher education selection process. Pending agenda item before COTE.
6. Request (11-12-01) for Executive Action from the College of Science for the following:
 - *Change course credits, course offering, and course description of CHM 2430.
 - *Change course title, course credits, and course description of CHM 2310.
 - *Delete MAT 2250G as a prerequisite of GEG 3885.
7. Request (11/8/01) for Executive Action from the Lumpkin College of Business and Applied Sciences to change the course descriptions of MSC 2003, MSC 2100, and MSC 2200.
8. Request (11/14/01) for Executive Action from the College of Education and Professional Studies to change the credit hours for SED 4000 from 14 s.h. to 3 s.h and ASEP students will then register for STG 4001 for 12 semester hours for student teaching in addition to SED 4000 during their teaching semester.
 - * The consensus of the Council was this was a revision of the course and a course proposal was needed. The item was assigned the agenda number 01-82.

III. **Item Added to the Agenda.**

Dr. Dietz moved and Mr. Brinkmeyer seconded the motion to add the following item to the agenda.

- 01-81, PED 3000, Fitness Concepts for Teachers, New Course.

IV. **Agenda Items Acted On:**

- 01-77, EDU 2022, Teaching and Learning with Technology in Classrooms, Revised Course.

Dr. Patricia Fewell presented the proposal and answered questions of the Council. The motion was passed unanimously.

This course replaces ELE 2022, Microcomputers in Elementary and Middle-Level Schools.

This motion approves the following to become effective Fall 2002.

EDU 2022. Teaching and Learning with Technology in Classrooms. (2-1-2) F, S, SU. EdTech . This course, based on the national and state educational technology standards, is designed to prepare teachers to integrate technology into the curriculum. This course will focus on the effective use of technology in teaching and learning. Prerequisite(s): Passing score on the CEPS technology proficiency.

- 01-78, EDU 4281, Teaching Reading and Language Arts in Secondary Classrooms, New Course.

Dr. Carol Helwig presented the proposal and answered questions of the Council. The course is to enable secondary teachers to teach their students how to read. The motion passed with the following vote:

Yes: Bock, Dietz, Fernandez, Helsel, Methven, Owen, Samuels,

No: Brinkmeyer, Shonk.

Abstain: Catto.

This motion approves the following to become effective Fall 2002.

EDU 4281. Teaching Reading and Language Arts in Secondary Classrooms. (3-0-3) F, S. Rdg/LA Sec Clsrn. A focus on the methods, materials and strategies used by secondary teachers as they meet the diverse needs of students. Emphasis will be on the utilization of reading, writing, speaking and listening integration within the curriculum. SED 3330/3100 or equivalent or permission of Department Chair Early Childhood, Elementary, and Middle Level Education. Credit will not be given for both MLE 4280 and EDU 4281.

- 01-79, Change the major requirement in the History Department Honors program.

Dr. Key presented the proposal and answered questions of the Council. The effective date was changed from “Immediately” to “Fall 2000.” The motion carried unanimously.

This motion approves the following to become effective Fall 2002.

Departmental Honors Requirements

Honors students must complete the following 12 semester hours with a 3.50 GPA:

History 4444 Honors Independent Study 3 sem. hrs.

History 4644 Honors Thesis 3 sem. hrs.

Either History 4666 Honors Seminar
or History 4555 Honors Research depending
upon departmental scheduling 3 sem. hrs.

History 5000-5499 Graduate Seminar. 3 sem. hrs.

Honors students must complete all other departmental requirements with a 3.50 GPA as well as a 3.50 CGPA. They may not receive credit for both History 4444 and History 4400 (Independent Study in History).

.....
~~“Honors students must complete either two years of college level instruction in a single foreign language or demonstrate an equivalent reading competency.”~~

- 01-80, IBHE Program Review.

Dr. Herrington-Perry asked the Council if there was additional information they wished to gather on program reviews. The Council would like information on retention rates and minors included on the reviews and Dr. Herrington-Perry told them she would request that information.

- 01-70, Enforcement of Prerequisites.

Vice President Lord noted the enforcement of prerequisites through technology had only become viable in the last few years, but the question of resources and the limitations of technology must still be considered. Mr. William Witsman then spoke to the Council about pertinent points to be considered in implementing enforcement via computer systems.

Such a system would have some constraints since a computer needs very distinct logic, so a necessary first step would be to build a very detailed matrix of existing prerequisites. This means departments need to “clean up” and simplify the prerequisites, since EIU’s existing prerequisite system is fairly complex. He also stated that the existing student information system is due to be replaced in the next few years and a project team would be looking at vendor information in the next 2-3 months.

After discussion, the Council formed a Prerequisite Subcommittee made up of Dr. Shonk, Dr. Helsel, and Mr. Brinkmeyer and asked the subcommittee to examine the existing prerequisites policy, categorize the existing types of prerequisites, and determine appropriate guidelines for departments to revise and standardize their prerequisites.

- 01-76, Proposal to Establish Uniform Effective Dates for Curriculum Change.

Dr. Herrington-Perry presented the proposal and answered questions of the Council. After discussion, the Council decided that Dr. Methven and Dr. Herrington-Perry would revise the proposal and then bring it back to the Council for consideration.

The meeting adjourned at 3:40 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

November 29, 2001

2:00 p.m.

Arcola/Tuscola Room

Agenda:

1. 01-81, PED 3000, Fitness Concepts for Teachers, New Course.

Pending Agenda Items:

1. 01-69, Special Courses / Workshop Approval Process.
2. 01-82, SED 4000.

Pending Executive Actions:

1. ECN 4511. Comparative Economic Systems. Change course description from “A comparative study of the economic organization, policies, achievements and problems of the systems of capitalism, socialism, and communism. Prerequisite: ECN 2802G or permission of the instructor” to **“A framework for the comparative analysis of economic systems is developed and applied to case studies from pre-modern as well as modern economic systems. Explores the impact of culture and historical precedent on the organization of economic activity in different societies. Prerequisite: ECN 2802 or permission of the instructor.” Effective Fall 2002.**
2. MAT 2310. Computer Programming –FORTRAN. (2-2-3). Delete from the department course offerings. **Effective Fall 2002.**
3. MAT 3530. Abstract Algebra. Change prerequisites from “MAT 2800” to **“MAT 2550 and MAT 2800.” Effective Fall 2002.**
4. MAT 4920. Change course title from “Algebra and Geometry for Middle School and Junior High Teachers” to **“Algebra and Geometry for Middle Level Teachers.” Effective Fall 2002.**
5. CHM 2430. Survey of Organic Chemistry. Change course credits, course offering, and course description from “2430 CHM. Survey of Organic Chemistry. (4-0-4) F, S. Studies of aliphatic and aromatic compounds with an introduction to the theories of organic chemistry and reaction mechanisms. Prerequisite: CHM (1410, 1415) or (1510, 1515). No credit toward the chemistry major or Track II of the chemistry minor or for students with prior credit in CHM 2440. **EGR 963; BIO 908 CLS 908”** to **“A survey of organic compounds organized by the principal functional groups. Structure, properties, reactions, and mechanisms are included. Prerequisite: CHM (1410, 1415) or (1510, 1515). Co-requisite: concurrent enrollment in CHM 2435. No credit toward the chemistry major or Track II of the chemistry minor or for students with prior credit in CHM 2440. EGR 963; BIO 908 CLS 908” Effective Fall 2002.**
6. CHM 2310. Descriptive Inorganic Chemistry. Change course title, course credits, and course description from “2310 CHM. Descriptive Inorganic Chemistry. (2-0-2) S. Physical and chemical properties of the elements and their compounds, presented at an elementary level. Prerequisites: CHM (1410, 1415) or (1510, 1515)” to **“Inorganic Chemistry. (3-0-3) S. Physical and chemical properties of the elements and their compounds; basic coordination chemistry; properties of solids. Prerequisites: CHM (1410, 1415) or (1510, 1515). Effective Fall 2002.**
7. GEG 3885. Quantitative Methods in Geography. Delete MAT 2250G as a prerequisite. **Effective Fall 2002.**
8. MSC 2003 ROTC Camp Challenge. Change course title and course description as follows: **“2003 MSC. ROTC Camp Challenge Leader’s Training Course.... Three Several different cycles are offered during the summer, ...” Effective Fall 2002.**

9. MSC 2100 Individual/Team Development. Change course description as follows: “Develop skills in oral presentations, writing concisely, planning of events, coordination of group efforts, ~~advanced first aid~~ **ethical decision making**, land navigation, and basic military tactics. Learn fundamentals of ROTC’s Leadership Assessment ~~Development~~ **Development** Program.” **Effective Fall 2002.**

10. MSC 2200. Team Military Tactics. Change course description as follows: “Includes use of ~~radio~~ **communications fundamentals of officership**, making safety assessments, ...” **Effective Fall 2002.**

Executive Actions:

1. Change course description of EIU 4158G, EIU 4165G, EIU 4196G, and EIU 4197G by adding the following phrase: **“Journalism majors are excluded.” Effective immediately.**

2. Change prerequisite for JOU 3301 from “A minimum grade of “C” in JOU 3000, ~~3002~~, and junior standing or permission of the instructor to “A minimum grade of “C” in JOU **2901**, JOU 3000, and junior standing, or permission of the instructor.” **Effective immediately.**

3. Delete superfluous catalog copy “Minor in Journalism” that precedes SPC 2250 on p. 70, column 1: in section under heading “Majors in Journalism.” **Effective immediately.**

4. Change catalog description of SPE 3500 from (3-0-3) to **“(3-1-3).” Effective Fall 2002.**