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## **Agenda for the March 10, 2005 CAA Meeting**

**Items approved:** None.

**Items Pending:** 05-11, Discussion of General Education  
05-12, Discussion of Technology-Delivered Courses  
05-16, WST 4800, Non-western Feminisms: Gender, Culture, and Nation  
(New Course)

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### **Council on Academic Affairs**

#### **Minutes**

*March 10, 2005*

The March 10, 2005 meeting of the Council on Academic Affairs was held at 2:05 p.m. in Booth Library Conference Room 4440.

**Members present:** Dr. Carwell, Mr. Collier, Dr. Dietz, Ms. Dilworth, Dr. Fewell, Dr. French, Dr. Methven, Ms. Miller, Mr. Muffler, Dr. Reid, Dr. Tidwell, and Dr. Upadhyay.

**Members absent:** Ms. Sterling.

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

**Guests present:** Dr. Andrews, Mathematics & Computer Science; Dr. DePetro, Philosophy; Dr. Foley, Philosophy; Ms. Kuykendall, College of Sciences; Dr. Sanders, CASA; and Dr. Shelton, History.

#### **I. March 3, 2005 Minutes:**

The minutes of March 3, 2005 were approved as written.

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

1. Academic Waiver Reports for February 2005 from the College of Arts & Humanities, College of Education & Professional Studies, and College of Sciences.
2. Minutes from the February 25, 2005 College of Sciences virtual meeting.
3. March 3, 2005 memorandum from Dean Hanner, COS, requesting executive action to revise the course titles and descriptions for PSY 4274 and 4275 to be effective Fall 2005.
4. Minutes from the February 28, 2005 Lumpkin College of Business & Applied Sciences Curriculum Committee meeting.
5. March 3, 2005 memorandum from Ms. Jean Dilworth, LCBAS Curriculum Committee Chair, indicating the LCBAS Curriculum Committee's response to the general education draft proposal.
6. Minutes from the March 2, 2005 College of Arts & Humanities Curriculum Committee meeting.

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

1. Dr. Tidwell distributed a copy of the College of Education & Professional Studies response to the CAA General Education proposal.

#### **IV. Other:**

1. A new course proposal for CMN 5910, Internship, was listed on the 2/16/05 College of Arts & Humanities Curriculum meeting minutes. At last week's CAA meeting a council member asked whether there was a standard numbering system for graduate level internships and if so, did the numbering for the course comply with the system. Today, Dr. Tidwell and Dr. Reid asked that Dr. Herrington-Perry bring this question to the attention of CGS.

#### **V. Program Review Presentation:**

##### **1. B.A. in Mathematics and B.S. in Mathematics and Computer Science.**

Dr. Andrews gave an overview of both the Mathematics and the Mathematics & Computer Science program reviews. Also, he answered questions from the council members.

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

**VI. Items to be Added to the Agenda:****1. 05-16, WST 4800, Non-western Feminisms: Gender, Culture, and Nation (New Course)**

Dr. Carwell moved and Ms. Dilworth seconded the motion to add this item to the agenda.

**VII. Other Business:**

1. At the March 3, 2005 CAA meeting Dr. Karla Sanders met with CAA. She discussed CASL's wish to collaborate with CAA in "gathering information from the faculty teaching General Education courses whose syllabi indicate they are responding to the goal to 'become responsible global citizens'." In addition she discussed a faculty survey that could be used as a tool to collect data. The council members suggested that Dr. Sanders make several revisions to the survey. As a result, Dr. Sanders revised the document and submitted it to CAA to review and discuss at today's meeting.

Today Dr. Sanders discussed the faculty survey (**see attachment A**) and answered questions from the council members. Dr. Sanders will contact Mr. Danny Harvey, CATS, for directions on how to transform the document into an online survey. Also, she plans to send a letter to faculty members explaining the survey.

Dr. Reid moved and Ms. Miller seconded the motion to recommend that CASL proceed with the online survey. The motion passed unanimously.

*(Note: This item had originally been placed on the agenda as agenda item #05-17. However, Dr. Tidwell mentioned that he wasn't sure it should be treated as an agenda item since it was a continuation of discussion of communication #7 from last week's agenda. There were no objections; therefore the item was not given an agenda number.)*

**VIII. Item Acted Upon:****1. 05-11, Discussion of General Education – Proposed General Education Assessment & Refinement Guidelines.**

The council members and the following individuals participated in a discussion about the proposed General Education Assessment & Refinement Guidelines: Dr. DePetro, Dr. Foley, and Dr. Shelton.

The group discussed concerns about the word "mimic" used in the following sentence under recommendations on page two of the document: "EIU's compliance with the IAI reduces but does not eliminate the need for EIU's Gen Ed curriculum to mimic the IAI GECC." They talked about revising the sentence, moving it to the bulleted items under "Recommendations" or possibly removing the sentence altogether. Discussion developed and a question was asked about whether or not CAA is circumscribed by the IAI GECC or would it allow additional courses that are not IAI into EIU's general education. Dialogue followed and it was noted that there are currently non-IAI courses in general education.

Dr. Deitz requested clarification as to which academic departments can submit general education course proposals and a definition of social and behavioral sciences. In addition, to avoid unnecessary work by departments, she suggested that guidelines be set to help departments determine whether or not course proposals would be accepted or denied by the council. Discussion followed.

Between 3:05 p.m. and 3:20 p.m. the following council members left the meeting: Ms. Dilworth, Dr. Fewell, Dr. Carwell, and Dr. Upadhyay.

A quorum was lost. As a result, the items discussed were not resolved. Discussion will be continued at the March 24 CAA meeting.

**IX. Pending:**

1. 05-12, Discussion of Technology-Delivered Courses

**The next meeting will be held Thursday, March 24, 2005.**

The meeting adjourned at 3:22 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, send an email to [majordomo@eiu.edu](mailto:majordomo@eiu.edu). In the text of your email, enter the following two lines:

Subscribe caa-list  
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\*\*\*\*\* ANNOUNCEMENT OF NEXT MEETING \*\*\*\*\*  
Thursday, March 24, 2005  
Conference Room 4440 – Booth Library @ 2:00 p.m.

**Agenda**

1. 05-16, WST 4800, Non-western Feminisms: Gender, Culture, and Nation (New Course)
2. 05-11, Discussion of General Education

**Pending:**

1. 05-12, Discussion of Technology-Delivered Courses

**Approved Executive Actions:****CEPS****Effective Fall 2005**

1. Revise the course title and semester hours for HST 4275.

<b>HST 4275 - <del>Community Health Field Service</del>. Internship.</b>
<b>Short Title: <del>COM HLTH FLD SR</del> Internship</b>
( <del>Arr. Arr. 2,3,5,6 or 8</del> ) ( <b>Arr. 1-9</b> ) An individually planned internship in a community health agency or organization.
<b>Prerequisites and Course Notes</b>
(Credit/No Credit) HST 2270, 3700 or 3400 and approval of the department chair.
Credits: <del>2 to 8</del> <b>1 to 9</b>

**Approved Executive Actions:****COS****Effective Fall 2005**

1. Change the prerequisites for BIO 2200.

<b>BIO 2200 - Human Anatomy.</b>
(3-3-4) Models and cadaver study of normal human structure of muscular, skeletal, respiratory, cardiovascular, lymphatic, nervous, digestive, and urogenital systems. CLS 904
<b>Prerequisites and Course Notes</b>
<del>BIO 1001G or 1100, BIO 2001G or equivalent recommended.</del> <b>BIO 1100 or equivalent and BIO 2001G or equivalent, or permission of the instructor.</b>
Credits: 4

2. Revise the prerequisites for BIO 3624.

<b>BIO 3624 - Histology.</b>
(1-4-3) The structure and function of tissues, primarily human. Laboratory study is combined with discussion of normal tissue structures.
<b>Prerequisites and Course Notes</b>
BIO 2200 recommended. <b>BIO 2001G or equivalent and BIO 2200 or equivalent, or permission of the instructor.</b>
Credits: 3

**Pending Executive Actions:**

**COS**

**Effective Fall 2005**

1. Change the course title and course description for PSY 4274.

<b>PSY 4274 - Orientation to Field Placement. Orientation to Undergraduate Internship.</b>
Short Title: <del>ORIENT FIELD PL</del> <b>UG Intern</b>
(1-0-1) (Credit/No Credit) An introduction to <del>field placement</del> <b>undergraduate internship</b> experience, professional behavior and ethics, and delivery of psychological services in applied settings.
<b>Prerequisites and Course Notes</b>
Psychology major, 20 hours of psychology course work or permission of instructor.
Credits: 1

2. Revise the course title and course description for PSY 4275.

<b>PSY 4275 - Field Placement in Psychology. Undergraduate Internship in Psychology.</b>
Short Title: <del>FIELD PLACEMENT</del> <b>Undergrad Intern</b>
(Arr.-Arr.-3-6) (Credit/No Credit) Supervised <del>field experience</del> <b>undergraduate internship</b> that familiarizes students with the delivery of psychological services in applied settings.
<b>Prerequisites and Course Notes</b>
Psychology major, PSY 4274, 20 hours of psychology course work and permission of the instructor. Six hours is the maximum number of hours permitted in Field Placement.
Credits: 3 to 6

**Attachment A****General Education Faculty Survey Spring 2005**

The syllabus approved by CAA indicates that your course, \_\_\_\_\_, addresses the General Education goal of "become a responsible global citizen." CAA and CASL are interested in learning how faculty interpret this goal and how that interpretation translates to course objectives and content. In order to determine whether our assessment measurement—the freshman/senior survey—actually measures what we teach, we request feedback from the faculty and departments that deliver the General Education. The objectives listed in the first column respond to the "become a responsible global citizen" goal as discussed in the Plan for the Assessment of Student Learning (see [www.eiu.edu/~assess](http://www.eiu.edu/~assess) for a full text of this plan).

<b>Global Citizenship Objectives</b>	<b>Do you discuss these objectives or the larger goal in class? Check the most appropriate answer.</b>	<b>Please explain which topics/activities in your course address each objective.</b>	<b>How do you assess student attainment of the checked objectives in your course? Please check all that apply.</b>
Make civic and personal judgments that are informed, responsible, and ethical.	<input type="checkbox"/> Yes, larger goal <input type="checkbox"/> Yes, objectives <input type="checkbox"/> Yes, both <input type="checkbox"/> No		<input type="checkbox"/> Written documents <input type="checkbox"/> Exams/Tests / Quizzes <input type="checkbox"/> Presentations <input type="checkbox"/> Not assessed <input type="checkbox"/> Other, please explain
Comprehend world-shaping forces and events.	<input type="checkbox"/> Yes, larger goal <input type="checkbox"/> Yes, objectives <input type="checkbox"/> Yes, both <input type="checkbox"/> No		<input type="checkbox"/> Written documents <input type="checkbox"/> Exams/Tests / Quizzes <input type="checkbox"/> Presentations <input type="checkbox"/> Not assessed <input type="checkbox"/> Other, please explain
Appreciate the diverse experiences and perspectives that shape human culture.	<input type="checkbox"/> Yes, larger goal <input type="checkbox"/> Yes, objectives <input type="checkbox"/> Yes, both <input type="checkbox"/> No		<input type="checkbox"/> Written documents <input type="checkbox"/> Exams/Tests / Quizzes <input type="checkbox"/> Presentations <input type="checkbox"/> Not assessed <input type="checkbox"/> Other, please explain
Accomplish tasks in groups.	<input type="checkbox"/> Yes, larger goal <input type="checkbox"/> Yes, objectives <input type="checkbox"/> Yes, both <input type="checkbox"/> No		<input type="checkbox"/> Written documents <input type="checkbox"/> Exams/Tests / Quizzes <input type="checkbox"/> Presentations <input type="checkbox"/> Not assessed <input type="checkbox"/> Other, please explain
Understand historical events that have shaped world cultures	<input type="checkbox"/> Yes, larger goal <input type="checkbox"/> Yes, objectives <input type="checkbox"/> Yes, both <input type="checkbox"/> No		<input type="checkbox"/> Written documents <input type="checkbox"/> Exams/Tests / Quizzes <input type="checkbox"/> Presentations <input type="checkbox"/> Not assessed <input type="checkbox"/> Other, please explain
Other, please explain:	<input type="checkbox"/> Yes, larger goal <input type="checkbox"/> Yes, objectives <input type="checkbox"/> Yes, both <input type="checkbox"/> No		<input type="checkbox"/> Written documents <input type="checkbox"/> Exams/Tests / Quizzes <input type="checkbox"/> Presentations <input type="checkbox"/> Not assessed <input type="checkbox"/> Other, please explain