
Agenda for the February 19, 2004 CAA Meeting

- Items approved:** 04-18, EIU 4131G, Modern Biomedical Science: Promise and Problems (New Course)
04-19, Proposed Deferred Credit Grade Policy
04-20, FCS 3245, Textiles: Color Design Production (Revised Course)
04-21, Family & Consumer Sciences Major, Business Option, Consumer Affairs and Merchandising Concentrations (Revised Program)
04-24, ACC 4750, Governmental and Not-for-Profit Accounting
- Items Pending:** 04-17, Format for the IBHE Program Review
04-22, NCA Self-Study Steering Committee Questionnaire
04-23, CAA/CGS Policy for Approval of Technology-Delivered Sections of Previously Approved Courses
-

Council on Academic Affairs Minutes

February 19, 2004

The February 19, 2004 meeting of the Council on Academic Affairs was held at 2:05 p.m. in Booth Library Conference Room 4440.

Members present: Dr. Bock, Mr. Collier, Ms. Dilworth, Dr. Fewell, Dr. Helsel, Dr. Methven, Dr. Reid, Ms. Samuels, Ms. Sterling, and Dr. Tidwell.

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

Guests present: Dr. Costa, Biological Sciences; Ms. Flaherty, Records Office; Ms. Harvey, Records/Registration/Enrollment Management; Ms. Fraun Lewis, Academic Advising Center; Dr. Meadows, Family & Consumer Sciences; Dr. Monippallil, School of Business; and Mr. Thill, *Daily Eastern News*.

I. Minutes

The minutes of February 19, 2004 were approved as written.

II. Communications:

1. Minutes from the February 6, 2004 College of Sciences Curriculum Committee meeting.

III. Committee Reports:

1. Dr. Reid reported that she attended the Textbook Rental Committee meeting. At the meeting an announcement was made that the Textbook Rental Service will offer a new online inventory of books at its web page. The web site should be available by the time instructors pick books for the fall semester.

IV. Item Added to the Agenda:

1. Dr. Tidwell mentioned that the Council on Graduate Studies approved a proposal submitted by the Technology Delivered Course Section Subcommittee. The proposal is titled CAA/CGS Policy for Approval of Technology-delivered Sections of Previously Approved Courses. Dr. Tidwell distributed copies of the proposal to council members and asked that the item be added to the CAA agenda.

Dr. Tidwell moved and Dr. Bock seconded the motion to add this item to the agenda. The proposal was assigned the following agenda item number: 04-23.

V. Items Acted Upon.

1. **04-18, EIU 4131G, Modern Biomedical Science: Promise and Problems (New Course)**

Dr. Costa presented the proposal and answered questions of the council. A minor editorial change to the proposal was requested by the council. The motion passed unanimously.

The amended proposal was approved, effective Summer 2004.

4131G EIU. Modern Biomedical Science: Promise and Problems. (3-0-3) On Demand. Biomedicine. An examination of selected advances in modern biomedical science. The unforeseen consequences to society will be emphasized along with the science behind medical techniques and treatments. Majors in Biological Sciences are excluded. Prerequisite: Completion of 75 semester hours. WI

2. 04-19, Proposed Deferred Credit Grade Policy

Ms. Harvey presented the proposal and answered questions of the council. The motion passed unanimously.

The proposal was approved (**See Attachment A**), effective Fall 2004, pending approval from the President's Council.

3. 04-20, FCS 3245, Textiles: Color Design Production (Revised Course)

Ms. Dilworth presented the proposal and answered questions of the council. A few editorial changes were requested by the council. The motion passed unanimously.

The amended proposal was approved, effective Spring 2005.

3245 FCS. Textiles: Color Design Production (3-0-3) F, S. Textiles: Color. This upper level course will focus on molecular (polymer) structure and its influence on design, fabrication, coloration and manufacturing of apparel, home and commercial textiles. Prerequisites: FCS 2244; Computer and World Wide Web proficiency required.

4. 04-21, Family & Consumer Sciences Major, Business Option, Consumer Affairs and Merchandising Concentrations (Revised Program)

Dr. Dilworth presented the proposal and answered questions of the council.

The motion passed with the following vote:

Yes: Bock, Dilworth, Fewell, Hesel, Methven, Reid, Samuels, Tidwell
No: None
Abstain: Collier

The proposal was approved (**See Attachment B**), effective Fall 2004.

At this point, Dr. Methven asked the council if the course proposal for ACC 4750 could be added to the agenda and acted on at the meeting.

Dr. Tidwell moved and Dr. Bock seconded the motion to suspend CAA rules and add this item to the agenda. The motion passed unanimously. The proposal was assigned the following agenda item number: 04-24.

5. 04-24, ACC 4750, Governmental and Not-for-Profit Accounting (Revised Course)

Dr. Monippallil presented the proposal and answered questions of the council. A minor editorial change to the proposal was requested by the council. The motion passed unanimously.

The amended proposal was approved, effective Fall 2004, pending approval from the Council on Graduate Studies.

ACC 4750. Governmental and Not-for-Profit Accounting. (3-0-3) F, S. Gov. Acc. Special nature of accounting for governmental and not-for-profit entities. Topics include fund accounting characteristics, budgets, cost accounting systems, and financial statement analysis. Students who plan to sit for the Uniform CPA Examination should take this course. Prerequisites: ACC 3250, ACC 3900 with the grade of C or better; admission to the Accounting Program, or permission of the Associate Chair.

6. 04-22, NCA Self-Study Steering Committee Questionnaire

Dr. Methven asked the council to help him prepare a response to the NCA Self-Study Steering Committee questionnaire. He read out loud each question from the questionnaire and the council members responded to each.

Dr. Methven will compile all of the responses into a written report. He will ask for CAA approval of the report prior to submitting it to the steering committee.

The meeting adjourned 3:04 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. In the text of your email, enter the following two lines:

Subscribe caa-list
End

***** ANNOUNCEMENT OF NEXT MEETING *****
Thursday, February 26, 2004
Electronic Meeting

Agenda

1. 04-22, NCA Self-Study Steering Committee Questionnaire

Approved Executive Actions:

CAH

Effective Fall 2004

1. Delete HIS 1400 from the catalog.
2. Remove the writing intensive designation from HIS 3175.

CAH

Effective Immediately

1. Remove JOU 3000 from the Journalism Concentration in Broadcast News.

Concentration in Broadcast News

This concentration is designed to provide students with the knowledge and values necessary to understand the roles and functions of journalists in broadcasting/electronic media and to provide them with the skills and practice necessary to excel in such roles.

SPC 2575—Electronic Production II 3 sem. hrs.
 JOU 3610—Broadcast News Writing 3 sem. hrs.
 JOU 3620—Electronic Newsgathering..... 3 sem. hrs.

Choose nine hours from the following 9 sem. hrs.

- ~~JOU 3000—Advanced Reporting and Research~~
- JOU 3001—News Photography
- JOU 3701/3702—Online Journalism
- JOU 3706—Sports Writing
- JOU 4761—Advanced New Media Design
- JOU 3950—Special Topics (if broadcast news topic)
- JOU 4900—Journalism Seminar (if broadcast news topic)
- JOU 4275—Journalism Internship

2. Revise the prerequisite for JOU 4920.

4920 JOU. Case Studies in Public Relations Problems. (3-0-3) On Demand.

Public relations case problems in industry, business, labor, education, government social welfare and trade associations; the application of public relations techniques. Prerequisite: ~~SPC 4820~~ **JOU 4919**. For students in public relations minors or concentration only. Credit will not be given for both JOU 4920 and SPC 4920.

Pending Executive Actions:

None.

Attachment A

Proposed Deferred Credit Grade Policy

PROPOSAL: Add 'DC', "deferred credit," to the list of grades available to undergraduates.

RATIONALE: For students, faculty, and potential employers, "deferred credit" more accurately reflects the nature of courses that require work beyond a single semester, and as such, distinguishes work that is ongoing from that which is incomplete.

The revised entry under "Grades," which appears on page 51 of the 2003-2004 Undergraduate Catalog, would read:

<u>Grade</u>	<u>Description</u>	<u>Value</u>
DC	Deferred Credit	--

The policy regarding the assignment of deferred credit would appear as a new section after the "Policy on Incomplete Grades" (also on page 51) and would read:

Deferred Credit

Students in undergraduate courses such as field-experience, independent study, thesis, or research requiring work of a continuing nature over several terms before the final project is completed may receive the grade of "DC" or "Deferred Credit." "Deferred Credit" designates that the student remained enrolled for credit throughout the term and that the project is continuing into another term. Upon completion of the final project, the instructor will file a "Grade Correction Form" with the Records Office no later than four days prior to the official close of the term published in the Class Schedule. If a Grade Correction Form is not submitted, then any "DC" grades remaining on the transcript will be changed to "NC" or "F" at the time the degree is completed. Undergraduate students admitted on or after Spring of 2004 may not be certified for degree completion if any grades of "DC" remain on the transcript.

The approval of this proposal also will require that the additions noted above be included in Internal Governing Policy 46, "Grades," in the section entitled "Undergraduate Grading System."

Attachment B

Deletion of INT 1001 from FCS major, FCS in Business Option, Consumer Affairs and Merchandising concentrations, reducing number of required hours in each concentration by one hour – Effective Fall 2004

Page 96 of 2003-2004 catalog

Consumer Affairs Concentration

32 ~~33~~ semester hours: FCS 2250, 2270, 3300, 4300, 4770, 4926; ~~INT-1001~~. Select 15 additional hours from the following: FCS 1120, 2100, 2231, 2233, 2234, 2831, 2850, 3233, 3280, 3790, 4780, 4790, 4840, 4846; BUS 2750; ECN 2802G. Select an additional six semester hours from the following courses counted in the business minor: BUS 2102, 2750, 2810, 3500, 3950; CIS 2000, 3500, 3510; FIN 3720, 3750, 3770; MAR 3720, 3875; MGT 3450, 4320.

Merchandising Concentration

30 ~~34~~ semester hours: FCS 3300, 4926. Apparel: FCS 2231, 2233, 2234, 3245 **OR** Housing/Interior Design: FCS 2270, 3280, 4780, 4790; ~~INT-1001~~, PSY 1879G, **ECN 2801G (omitted from previous catalogs)** counted in general education – social and behavior sciences. Select 12 additional hours from the following: FCS 2100, 2232, 2250, 3233, 3790, 4238, 4300, 4770. Select an additional six semester hours from the following courses counted in the business minor: BUS 2102, 2750, 2810, 3500, 3950; CIS 2000, 3500, 3510; FIN 3720, 3750, 3770; MAR 3720, 3875; MGT 3450, 4320.