

4-2-2009

April 2, 2009

Council on Academic Affairs

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Agenda for the April 2, 2009 CAA Meeting

Items approved: 09-18, MUS 0054, Guitar (New Introductory Applied Study Course)
09-19, MUS 1154, Guitar (New Intermediate Applied Study Course)
09-20, MUS 3354, Guitar (New Advanced Applied Study Course)
09-24, FCS 3233, Apparel and Textiles Merchandise Budgeting (Revised Course)
09-25, FCS 3740, Professional Hospitality Meeting Management (New Course)
09-26, Family & Consumer Sciences: Apparel & Textiles, Consumer Studies, Hospitality, and Merchandising Option (Revised Concentrations)
09-27, B.S.B. in Business Administration (Revised Program)
09-28, Career & Organizational Studies (Revised Program)
09-29, Request to change the program name for "Career & Organizational Studies" to "Organizational and Professional Development" and the course prefix from "COS" to "OPD."

Items Pending: 09-13, Proposal to Add a New Requirement for Graduation: Writing-Intensive and/or Writing Centered Course Completion
09-21, PLS 3253, International Criminal Law (New Course)
09-22, Political Science (Revised Major)
09-23, Political Science: International Studies Option (Revised Option)
09-31, ART 2400, Introduction to Art Education (Revised Course)
09-32, ART 2749, Research Methods and Professional Practices (New Course)
09-33, ART 3405, Art Education for Elementary Schools Studio (Revised Course)
09-34, ART 3415, Art Education for Secondary Schools Studio (Revised Course)
09-35, ART 4749, Senior Portfolio (New Course)
09-36, Art Major: B.F.A. in Art with option in Graphic Design (New Degree Program)
09-37, Art Major: B.F.A. in Art with option in Studio (New Degree Program)
09-38, Art Major: B.A. in Art with Studio Art Option (Revised Program)
Charge to the Ad Hoc Committee on Cultural Diversity to propose guidelines for cultural diversity designated courses
Professor Laureate Committee (Ongoing)
Senior Seminar Review Committee, reconstituted 1/22/09 (Ongoing)

**Council on Academic Affairs
Minutes
April 2, 2009**

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

Members Present: Dr. Campbell, Ms. Dilworth, Ms. Green, Dr. Hyder, Dr. Lucas, Dr. Reid, Dr. Sterling, and Dr. White.

Members Absent: Ms. Adeniyi, Ms. Alexander, Dr. Bower and Dr. Hendrickson.

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

Guests Present: Ms. Bradley, Office of the Registrar; Dr. Canfield, Foreign Languages; Dean Hanner, College of Sciences; Dr. Hawkins, Career & Organizational Studies; Dean Hine, School of Continuing Education; Ms. Lynch, College of Sciences; Dr. Melvin, Music; Dr. Pudliner, Family & Consumer Sciences; Dr. Nelson, Nursing; and Dr. Roszkowski, School of Business.

I. Approval of the March 26, 2009 CAA Meeting Minutes.

Dr. Campbell moved and Dr. White seconded the motion to approve the March 26, 2009 CAA minutes as written. The minutes were approved as written.

The agenda order was revised.

II. Items Added to the Agenda:

1. 09-31, ART 2400, Introduction to Art Education (Revised Course)
2. 09-32, ART 2749, Research Methods and Professional Practices (New Course)
3. 09-33, ART 3405, Art Education for Elementary Schools Studio (Revised Course)
4. 09-34, ART 3415, Art Education for Secondary Schools Studio (Revised Course)
5. 09-35, ART 4749, Senior Portfolio (New Course)
6. 09-36, Art Major: B.F.A. in Art with option in Graphic Design (New Degree Program)
7. 09-37, Art Major: B.F.A. in Art with option in Studio (New Degree Program)
8. 09-38, Art Major: B.A. in Art with Studio Art Option (Revised Program)

Ms. Green moved and Dr. Campbell seconded the motion to add these items to the agenda.

III. Items Acted Upon:**1. 09-18, MUS 0054, Guitar (New Introductory Applied Study Course)**

Dr. Melvin presented the proposal. There were no questions.

Ms. Dilworth moved and Dr. Sterling seconded the motion to approve the proposal. The motion passed unanimously.

The proposal was approved, effective Fall 2009.

0054 MUS. Guitar. (Arr-Arr-1) On Demand. Introductory study in music performance on a one-to-one basis with a studio instructor. Recommended for majors studying a secondary applied instrument or voice. Open to all university students. May be repeated for credit. Prerequisite: Auditions are required for initial placement in this course.

2. 09-19, MUS 1154, Guitar (New Intermediate Applied Study Course)

Dr. Melvin presented the proposal. There were no questions.

Dr. Campbell moved and Dr. Hyder seconded the motion to approve the proposal. The motion passed unanimously.

The proposal was approved, effective Fall 2009.

1154 MUS. Guitar. (Arr-Arr-1, -2, or -4) On Demand. Intermediate study in music performance on a one-to-one basis with a studio instructor. May be repeated for credit. Prerequisites: All students who wish to enroll in intermediate-level applied study must audition and demonstrate intermediate-level music reading skills.

3. 09-20, MUS 3354, Guitar (New Advanced Applied Study Course)

Dr. Melvin presented the proposal. There were no questions.

Dr. Sterling moved and Ms. Green seconded the motion to approve the proposal. The motion passed unanimously.

The proposal was approved, effective Fall 2009.

3354 MUS. Guitar. (Arr-Arr-1, -2, or -4) On Demand. Advanced study in music performance on a one-to-one basis with a studio instructor. May be repeated for credit. Prerequisite: All students who wish to enroll in advanced-level applied study must have achieved junior standing in music.

4. 09-21, PLS 3253, International Criminal Law (New Course); 09-22, Political Science (Revised Major); 09-23, Political Science: International Studies Option (Revised Option)

Agenda items 09-21, 09-22, and 09-23 were not acted upon today. Earlier in the week, Dr. Rich Wandling, Chair of the Political Science Department, requested that the items be held until the April 9, 2009 CAA meeting when someone would be available to present the proposals.

5. 09-24, FCS 3233, Apparel and Textiles Merchandise Budgeting (Revised Course)

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

Dr. White moved and Dr. Hyder seconded the motion to approve the proposal. The motion passed unanimously.

The proposal was approved, effective Spring 2010.

3233 FCS. Apparel and Textiles Merchandise Budgeting. (3-0-3) S. Apparel Textiles Merch Budget. Inventory management concepts, practices and procedures related to the factors that produce profit in the apparel and textile industries. Prerequisites: FCS 2233 and BUS 2101.

6. 09-25, FCS 3740, Professional Hospitality Meeting Management (New Course)

Dr. Pudliner presented the proposal. There were no questions.

Ms. Dilworth moved and Dr. Sterling seconded the motion to approve the proposal. The motion passed unanimously.

The proposal was approved, effective Fall 2009.

3740 FCS. Professional Hospitality Meeting Management. (3-0-3) S. Professional Meeting Managemnt. Strategic aspects of hospitality meeting and event management with an emphasis on full service hotel and convention/conference facilities. Course restricted to Juniors and Seniors in the FCS Hospitality Management Concentration. Prerequisites: FCS 2740 and FCS 2784.

7. 09-26, Family & Consumer Sciences: Apparel & Textiles, Consumer Studies, Hospitality, and Merchandising Option (Revised Concentrations)

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

Ms. Green moved and Dr. Campbell seconded the motion to approve the proposal. The motion passed unanimously.

The proposal (**See Attachment A**) was approved, effective Fall 2009.

8. 09-27, B.S.B. in Business Administration (Revised Program)

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

Dr. White moved and Ms. Green seconded the motion to approve the proposal. The motion passed unanimously.

The proposal (**See Attachment B**) was approved, effective Fall 2009.

9. 09-28, Career & Organizational Studies (Revised Program)

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

Dr. Hyder moved and Dr. Sterling seconded the motion to approve the proposal. The motion passed unanimously.

The proposal (**See Attachment C**) was approved, effective Fall 2009.

10. 09-29, Request to change the program name for "Career & Organizational Studies" to "Organizational and Professional Development" and the course prefix from "COS" to "OPD."

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

Ms. Dilworth moved and Dr. White seconded the motion to approve the proposal. The motion passed unanimously. The proposal was approved, effective Fall 2010.

The program name will change:

From: Career and Organizational Studies

To: Organizational and Professional Development

The course prefix will change:

From: COS

To: OPD

The degree title will change:

From: B.S. in Career and Organizational Studies

To: B.S. in Organizational and Professional Development

11. 09-30, RN to BS in Nursing Program (Revised Major)

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

Dr. Hyder moved and Dr. White seconded the motion to approve the proposal. The motion failed with the following vote:

Yes: Hyder, Lucas, White
No: Campbell, Dilworth, Green, Reid, Sterling

Dr. Campbell left at 3:15 p.m. As a result, the council lost its quorum and the meeting ended.

The following communications will be carried over to the April 9, 2009 CAA agenda:

a. College Curriculum Committee Minutes:

1. Minutes from the March 13, 2009 College of Sciences Curriculum Committee meeting.

b. College Summary Report of Grade Appeals:

1. College of Sciences summary report of grade appeals for Fall 2008 courses.

c. Other:

1. March 23, 2009 memorandum from Dean Hoadley, LCBAS, reporting on the review of the foreign language requirement by the schools within the Lumpkin College of Business & Applied Sciences.
2. March 27, 2009 memorandum from Provost Lord requesting at least two names of tenured/tenure-track faculty willing to serve on the ACA Selection Committee.
3. Summary of Eastern's Request for NCA Approval to Offer Selected Degree Programs Online from Provost Lord.
4. March 24, 2009 memorandum from Dr. Stephen Canfield, Foreign Languages, regarding agenda item 09-30, RN to BS in Nursing Program (Revised Major).

Note: In the memorandum mentioned above, Dr. Canfield reiterates and elaborates on concerns he expressed in earlier communications (See list below) that he submitted to CAA and which appeared on the March 12, 2009 CAA agenda. Those communications are:

1. February 17, 2009 memorandum from Dr. Stephen Canfield, Foreign Languages, regarding agenda item 09-10, NUR 3403 - Cultural Competence in Health Care (New Course).
2. February 18, 2009 memorandum from Dr. Stephen Canfield, Foreign Languages, regarding agenda item 09-11- RN to BS in Nursing Program (Revised Major).

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

The next meeting will be held Thursday, April 9, 2009.

The meeting adjourned at 3:15 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 9, 2009

Conference Room 4440 – Booth Library @ 2:00 p.m.

Agenda:

1. 09-21, PLS 3253, International Criminal Law (New Course)
2. 09-22, Political Science (Revised Major)
3. 09-23, Political Science: International Studies Option (Revised Option)
4. 09-31, ART 2400, Introduction to Art Education (Revised Course)
5. 09-32, ART 2749, Research Methods and Professional Practices (New Course)
6. 09-33, ART 3405, Art Education for Elementary Schools Studio (Revised Course)
7. 09-34, ART 3415, Art Education for Secondary Schools Studio (Revised Course)
8. 09-35, ART 4749, Senior Portfolio (New Course)
9. 09-36, Art Major: B.F.A. in Art with option in Graphic Design (New Degree Program)
10. 09-37, Art Major: B.F.A. in Art with option in Studio (New Degree Program)
11. 09-38, Art Major: B.A. in Art with Studio Art Option (Revised Program)

Approved Executive Actions:

CAA

Effective Immediately

Revised Procedure:

All new proposed courses to be technology delivered and all previously approved courses without technology delivery seeking to add sections that are technology delivered must submit to CGS or CAA a New/Revised Course Proposal Form including the three questions assuring student learning through technology-delivered format (Part II, 4, a, b, and c). These requests for approval for technology delivery are agenda items to be routed in the normal fashion through department curriculum committees, college curriculum committees, etc. Any instructors of technology delivered courses/sections must submit proof of having completed the EIU Online Learning Modules, the Online Course Development Institute (OCDI), or another documented and equivalent training activity before teaching the courses/sections for the first time.

Pending Executive Actions:

None.

Attachment A**B.S. in Family and Consumer Sciences:****Apparel & Textiles, Consumer Studies, Hospitality, and Merchandising Option**

Coursework required for the Apparel & Textiles, Consumer Studies, Hospitality and Merchandising Option includes the option requirements, semester hours for the selected concentration and the completion of the related minor.

Students must select from one of four concentrations: Apparel & Textiles Design, Consumer Studies, Hospitality Management, and Merchandising.

Requirements for Option

BUS 1950 - Computer Concepts and Applications for Business. Credits: 3

BUS 2101 - Financial Accounting. Credits: 3

FCS 2244 - Consumer Textiles: Care and Production. Credits: 3

FCS 4275 - Internship. Credits: 3 to 9

Apparel & Textile Design Concentration

48 semester hours

CHM 1310G - General Chemistry I. Credits: 3

(Counted in General Education)

CHM 1315G - General Chemistry Laboratory I. Credits: 1

(Counted in General Education)

ECN 2801G - Principles of Macroeconomics. Credits: 3

(Counted in General Education)

FCS 2231 - Sociology of Clothing. Credits: 3

FCS 2232 - Historic Costume and Fashion Analysis. Credits: 3

FCS 2233 - Fashion Distribution Systems. Credits: 3

FCS 2234 - Clothing and Soft Goods Construction. Credits: 3

FCS 3245 - Textiles: Color Design Production Credits: 3*

FCS 3300 - Consumer Education. Credits: 3

FCS 4838 - Pattern Development & Design. Credits: 3*

FCS 4926 - Public Presentation Techniques. Credits: 3*

INT 4953 - Color Management Applications: Print, Textiles, Web, and other Substrates. Credits: 3 *

PSY 1879G - Introductory Psychology. Credits: 3

(Counted in General Education)

Select 12 9 semester hours from the following for the concentration:

FCS 1800 - Life Span Human Development. Credits: 3

FCS 2232 - Historic Costume and Fashion Analysis. Credits: 3

FCS 2250 - Consumer Technology. Credits: 3

FCS 2270 - Housing. Credits: 3

FCS 2700 - The Hospitality Industry. Credits: 3

FCS 3233 - Fashion Buying. Credits: 3

FCS 3233 - Apparel and Textiles Merchandise Budgeting. Credits: 3

FCS 4235 - International Special Topics in Family and Consumer Sciences. Credits: 1 to 3

FCS 4770 - Consumer Decisions in the Marketplace. Credits: 3

STA 3970 - Study Abroad: Faculty-Led. Credits: 1 to 16

Requirements for the Print and Textile Design Technologies Minor

INT 1363 - Graphic Communication Technologies. Credits: 3*

INT 3343 - Digital Media Technologies. Credits: 3*

Additional 6 hours for the Print & Textile Design Technologies Minor from the following:

- FCS 4440 - Undergraduate Research. Credits: 1 to 3*
- INT 2123 - Digital Photography and Imaging. Credits: 3
- INT 4000 - Undergraduate Research. Credits: 1 to 6*
- INT 4353 - Print and Digital Media Production. Credits: 3
- INT 4813 - Advanced Digital Media Technologies. Credits: 3
- INT 4863 - Packaging Design, Specialty Inks, and Coatings. Credits: 3

Footnote:

*Courses for the Print & Textile Design Technologies Minor may be double counted for the Apparel & Textile Design Concentration)

Consumer Studies Concentration

47 semester hours

- ECN 2801G - Principles of Macroeconomics. Credits: 3
(Counted in General Education)
- FCS 2250 - Consumer Technology. Credits: 3
- FCS 2270 - Housing. Credits: 3
- FCS 3300 - Consumer Education. Credits: 3
- FCS 4300 - Consumer Issues. Credits: 2
- FCS 4770 - Consumer Decisions in the Marketplace. Credits: 3
- FCS 4926 - Public Presentation Techniques. Credits: 3

Select 15 additional semester hours from the following courses:

- ECN 2802G - Principles of Microeconomics. Credits: 3
(Counted in General Education)
- FCS 1120 - Food Selection and Preparation. Credits: 3
- FCS 2100 - Nutrition in a Global Society. Credits: 3
- FCS 2231 - Sociology of Clothing. Credits: 3
- FCS 2233 - Fashion Distribution Systems. Credits: 3
- FCS 2234 - Clothing and Soft Goods Construction. Credits: 3
- FCS 2700 - The Hospitality Industry. Credits: 3
- FCS 2831 - Women in Contemporary Society. Credits: 3
- FCS 2850 - Child Development. Credits: 3
- ~~FCS 3233 - Fashion Buying. Credits: 3~~
- FCS 3233 - Apparel and Textiles Merchandise Budgeting. Credits: 3**
- FCS 3245 - Textiles: Color Design Production Credits: 3
- FCS 4840 - The Disadvantaged Family. Credits: 3
- FCS 4846 - Aging and the Family. Credits: 3

Requirements for the Business Minor

- BUS 2710 - Survey of Finance. Credits: 3
- BUS 3010 - Management and Organizational Behavior. Credits: 3
- BUS 3470 - Principles of Marketing. Credits: 3

Students must also select an additional 6 semester hours from the following courses to fulfill the Business Minor:

- BUS 2102 - Managerial Accounting. Credits: 3
- BUS 2750 - Legal and Social Environment of Business. Credits: 3
- BUS 2810 - Business Statistics I. Credits: 3
- BUS 3200 - International Business. Credits: 3
- BUS 3500 - Management Information Systems. Credits: 3
- FIN 3720 - Investments. Credits: 3
- FIN 3740 - Real Estate Fundamentals. Credits: 3
- FIN 3750 - Management of Financial Institutions. Credits: 3

FIN 3770 - Working Capital Management. Credits: 3
MAR 3720 - Consumer Behavior. Credits: 3
MAR 3780 - Promotion Management. Credits: 3
MAR 3875 - Retail Management. Credits: 3
MAR 4490 - International Marketing. Credits: 3
MGT 3450 - Human Resource Management. Credits: 3
MGT 4320 - Small Business and Entrepreneurship. Credits: 3
MIS 2000 - Information Systems Careers and Logic Skills. Credits: 3
MIS 3200 - Networking Fundamentals. Credits: 3
MIS 3505 - Advanced Microcomputer Applications and Development. Credits: 3
MIS 3515 - Information Presentation. Credits: 3
MIS 3530 - Business Web Site Design. Credits: 3

Hospitality Management Concentration

49 semester hours required.

BIO 1004G - Practical Microbiology. Credits: 3
(Counted in General Education)
BUS 2750 - Legal and Social Environment of Business. Credits: 3
ECN 2801G - Principles of Macroeconomics. Credits: 3
(Counted in General Education)
FCS 1120 - Food Selection and Preparation. Credits: 3
FCS 1121 - Food Service Sanitation. Credits: 1
FCS 2700 - The Hospitality Industry. Credits: 3
FCS 2740 - Lodging Operations. Credits: 3
FCS 2780 - Culinary Pricing and Conversions. Credits: 1
FCS 3784 - Commercial Quantity Food Production. Credits: 5
FCS 3786 - Hospitality Operations and Cost Control. Credits: 3

Additional 15 hours from the following:

FCS 2100 - Nutrition in a Global Society. Credits: 3
FCS 2784 - Hospitality Sales and Service. Credits: 3
FCS 3340 - Club Management. Credits: 3
FCS 3740 - Professional Meeting Management. Credits 3
FCS 4275 - Internship. Credits: 3 to 9
FCS 4340 - Conventions and Trade Shows. Credits: 3
FCS 4345 - Advanced Lodging Administration. Credits: 3
FCS 4350 - Dining Room Management. Credits: 3
FCS 4760 - Hospitality Franchising. Credits: 3
FCS 4940 - Food Systems Management. Credits: 3
REC 3310 - Travel and Tourism. Credits: 3

Requirements for the Business Minor

BUS 2710 - Survey of Finance. Credits: 3
BUS 3010 - Management and Organizational Behavior. Credits: 3
BUS 3470 - Principles of Marketing. Credits: 3

Additional 3 semester hours from the following courses to fulfill the Business Minor

BUS 2102 - Managerial Accounting. Credits: 3
BUS 2810 - Business Statistics I. Credits: 3
BUS 3200 - International Business. Credits: 3
BUS 3500 - Management Information Systems. Credits: 3
FIN 3720 - Investments. Credits: 3
FIN 3740 - Real Estate Fundamentals. Credits: 3
FIN 3750 - Management of Financial Institutions. Credits: 3
FIN 3770 - Working Capital Management. Credits: 3

MAR 3720 - Consumer Behavior. Credits: 3
 MAR 3780 - Promotion Management. Credits: 3
 MAR 3875 - Retail Management. Credits: 3
 MAR 4490 - International Marketing. Credits: 3
 MGT 3450 - Human Resource Management. Credits: 3
 MGT 4320 - Small Business and Entrepreneurship. Credits: 3
 MIS 2000 - Information Systems Careers and Logic Skills. Credits: 3
 MIS 3200 - Networking Fundamentals. Credits: 3
 MIS 3505 - Advanced Microcomputer Applications and Development. Credits: 3
 MIS 3515 - Information Presentation. Credits: 3
 MIS 3530 - Business Web Site Design. Credits: 3

Merchandising Concentration

45 semester hours

ECN 2801G - Principles of Macroeconomics. Credits: 3
 (Counted in General Education)
 FCS 2231 - Sociology of Clothing. Credits: 3
FCS 2232 - Historic Costume and Fashion Analysis. Credits: 3
 FCS 2233 - Fashion Distribution Systems. Credits: 3
 FCS 2234 - Clothing and Soft Goods Construction. Credits: 3
 FCS 3245 - Textiles: Color Design Production Credits: 3
 FCS 3300 - Consumer Education. Credits: 3
 FCS 4926 - Public Presentation Techniques. Credits: 3
 PSY 1879G - Introductory Psychology. Credits: 3
 (Counted in General Education)

Select 12 9 semester hours from the following for the concentration:

FCS 2100 - Nutrition in a Global Society. Credits: 3
~~FCS 2232 - Historic Costume and Fashion Analysis. Credits: 3~~
 FCS 2250 - Consumer Technology. Credits: 3
 FCS 2270 - Housing. Credits: 3
 FCS 2700 - The Hospitality Industry. Credits: 3
~~FCS 3233 - Fashion Buying. Credits: 3~~
FCS 3233 - Apparel and Textiles Merchandise Budgeting. Credits: 3
 FCS 4300 - Consumer Issues. Credits: 2
 FCS 4770 - Consumer Decisions in the Marketplace. Credits: 3
 FCS 4838 - Pattern Development & Design. Credits: 3
 INT 4953 - Color Management Applications: Print, Textiles, Web, and other Substrates. Credits: 3

Requirements for the Business Minor

BUS 2710 - Survey of Finance. Credits: 3
 BUS 3010 - Management and Organizational Behavior. Credits: 3
 BUS 3470 - Principles of Marketing. Credits: 3

Additional 6 semester hours from the following courses to fulfill the Business Minor

BUS 2102 - Managerial Accounting. Credits: 3
 BUS 2750 - Legal and Social Environment of Business. Credits: 3
 BUS 2810 - Business Statistics I. Credits: 3
 BUS 3200 - International Business. Credits: 3
 BUS 3500 - Management Information Systems. Credits: 3
 FIN 3720 - Investments. Credits: 3
 FIN 3740 - Real Estate Fundamentals. Credits: 3
 FIN 3750 - Management of Financial Institutions. Credits: 3
 FIN 3770 - Working Capital Management. Credits: 3
 MAR 3720 - Consumer Behavior. Credits: 3

- MAR 3780 - Promotion Management. Credits: 3
- MAR 3875 - Retail Management. Credits: 3
- MAR 4490 - International Marketing. Credits: 3
- MGT 3450 - Human Resource Management. Credits: 3
- MGT 4320 - Small Business and Entrepreneurship. Credits: 3
- MIS 2000 - Information Systems Careers and Logic Skills. Credits: 3
- MIS 3200 - Networking Fundamentals. Credits: 3
- MIS 3505 - Advanced Microcomputer Applications and Development. Credits: 3
- MIS 3515 - Information Presentation. Credits: 3
- MIS 3530 - Business Web Site Design. Credits: 3

Attachment B

B.S.B. in Business Administration

Major

Business Administration develops the fundamental body of knowledge and analytical tools common to all management positions through study in management, marketing, accounting, information systems, behavioral sciences, economics, and quantitative approaches to decision-making. Enrollment in this degree program is available only at Parkland College and requires admission to the School of Business.

Course Requirements

The BSB in Business Administration comprises:

1. Parkland College A.A. or A.S. Degree (60-64 semester hours) including:

- ACC 101 - Accounting Principles I
- ACC 102 - Accounting Principles II
- BUS 204 - The Legal Environment of Business
- CIS 200 - Business Computer Systems
or CSC 105 - Introduction to Computers and Their Application to Business and Commerce
- ECO 101 - Principles of Economics I
- ECO 102 - Principles of Economics II
- MAT 124 - College Algebra
- MAT 141 - Finite Mathematics
or MAT 145 - Linear Algebra
- MAT 143 - Calculus for Business and Social Sciences
- MAT 160 - Statistics

2. EIU coursework (56-60 semester hours) including:

Upper division business core courses (21 semester hours)

- BUS 3010 - Management and Organizational Behavior. Credits: 3
- BUS 3200 - International Business Credits: 3
- BUS 3470 - Principles of Marketing. Credits: 3
- BUS 3500 - Management Information Systems. Credits: 3
- BUS 3710 - Business Financial Management. Credits: 3
- BUS 3950 - Operations Management. Credits: 3
- BUS 4360 - Strategy and Policy. Credits: 3

Major Courses (27 24 Semester Hours)

Upper division courses selected from the business disciplines: Accounting (ACC), Finance (FIN), Management (MGT), Management Information Systems (MIS), and Marketing (MAR). Students must complete at least one course (3 semester hours) from each of the foregoing business disciplines and no more than three courses from any one of the business disciplines.

Students without relevant work experience may take BUS 4275 (3 sem. hrs. approved internship) with prior written permission of the Associate Chair of the School of Business.

- **One upper-division course from each of the following disciplines:**
 - **Accounting (ACC)**
 - **Finance (FIN)**
 - **Management (MGT)**
 - **Management information systems (MIS)**
 - **Marketing (MAR)**
- **Three upper-division courses (nine semester hours) selected from the following, with no more than two courses from any one discipline:**
 - **Accounting (ACC) courses**
 - **Finance (FIN) courses**
 - **Management (MGT) courses**
 - **Management information systems (MIS) courses**
 - **Marketing (MAR) courses**

- **Career and Organizational Studies (COS) courses selected from the following:**
 - COS 4815 – Conflict in Organizations
 - COS 4820 – Change Strategies in Organizations
 - COS 4825 – Ethical Behavior in Organizations
 - COS 4835 – Supervision in Organizations
 - COS 4860 – Facilitating Learning and Project Groups
 - COS 4880 – Productive Work Teams
- **JOU 3820 – Publicity Methods or JOU 3920 – Public Relations in Society**

Students without significant relevant work experience are encouraged to complete an internship.

Senior Seminar (3 semester hours)

Electives (5-9 semester hours)

Footnote:

~~Calculation of the major GPA based on all business courses taken through Eastern Illinois University.~~ **Calculation of the major GPA is based on all courses taken through Eastern Illinois University with the prefix BUS or approved as major courses for the BSB in Business Administration Degree.**

Attachment C

B.S. in Career & Organizational Studies

The Career and Organizational Studies Program offers a Bachelor of Science degree with a major in Career and Organizational Studies. This program is designed for adults with significant employment experience and allows them to pursue a bachelor's degree on a part-time basis. Academic credit for college-level learning from prior occupational experiences is available through preparation and assessment of a portfolio.**

The Career and Organizational Studies Program offers a Bachelor of Science degree with a major in Career and Organizational Studies that prepares students with significant working experience for positions as supervisors, project leaders, change agents, and trainers in a variety of organizational settings.

General Education Requirements

- Humanities and Fine Arts. Credits: 9
- Language. Credits: 9
- Mathematics. Credits: 3
- Scientific Awareness. Credits: 7
- Senior Seminar. Credits: 3
- Social and Behavioral Sciences. Credits: 9

Major

Major Requirements:

~~Technical Specialization. Credits: 20~~

Prior Occupational Learning. Credits: 1-30** **or COS 4810 – Principles of Career Development. Credits: 3**

COS 4830 - Organizational Perspectives: Past, Present and Future. Credits: 3

COS 4835 - Supervision in Organizations. Credits: 3

COS 4840 - Training Program Development. Credits: 3

Electives:

~~COS 4275 - Career & Organizational Studies Internship.
Credits: 1 to 15~~

~~COS 4300 - Special Study in Career & Organizational Studies.
Credits: 3~~

Areas of Concentration

Students may also select an area of concentration consisting of courses taken in addition to the General Requirements and Major Requirements. Each concentration is planned to supplement the student's professional goals or personal interests and must be done in consultation with the student's advisor. The two areas of concentration and the recommended electives for each are as follows:

Training/Development Concentration

Nine semester hours from the **list below.** ~~following list of courses. Courses must be taken from at least two different departments.~~

(* 3 semester hour limit)

~~COS 4275 - Career & Organizational Studies Internship.
Credits: 1 to 15*~~

~~COS 4300 - Special Study in Career & Organizational Studies.
Credits: 3*~~

~~COS 4800 - Strategies and Processes of Teaching and Training. Credits: 3~~

~~COS 4840 - Training Program Development. Credits: 3~~

~~COS 4850 - Special Topics in Career & Organizational Studies.
Credits: 1 to 3*~~

~~EDF 4750 - Introduction to Adult Education. Credits: 3~~

~~ENG 4760 - Studies in Professional Writing. Credits: 3~~

~~SED 4751 - Strategies of Adult Instruction. Credits: 3~~

COS 4800 - Strategies and Processes of Teaching and Training. Credits: 3

COS 4845 - Improvement in Organizations. Credits: 3

COS 4855 - Web-Based Training and Instruction. Credits: 3

COS 4860 - Facilitating Learning and Project Groups. Credits: 3

COS 4890 - Accelerated Learning and Training. Credits: 3

MIS 3515 - Information Presentation. Credits: 3

MGT 3450 - Human Resource Management. Credits: 3

Supervision/Leadership Concentration

Nine semester hours from the **list below.** following list of courses. Courses must be taken from at least two different departments.

(* 3 semester hour limit)

~~BUS 3010 – Management and Organizational Behavior. Credits: 3~~

~~CMN 3300 – Interviewing. Credits: 3~~

~~COS 4300 – Special Study in Career & Organizational Studies. Credits: 3*~~

~~COS 4850 – Special Topics in Career & Organizational Studies. Credits: 1 to 3*~~

~~INT 4943 – Manufacturing Management. Credits: 3~~

~~PSY 3530 – Industrial/Organizational Psychology. Credits: 3~~

~~SOC 2840 – Racial and Cultural Minorities. Credits: 3~~

BUS 3500 - Management Information Systems. Credits: 3

COS 4820 - Change Strategies in Organizations. Credits: 3

COS 4815 - Conflict in Organizations. Credits: 3

COS 4825 - Ethical Behavior in Organizations. Credits: 3

COS 4870 - Coaching and Mentoring for CT in the Workplace. Credits: 3

COS 4880 - Productive Work Teams. Credits: 3

INT 4943 - Manufacturing Management. Credits: 3

MIS 3530 - Business Website Design. Credits: 3

Footnotes:

*Credit may be granted via Career and Organizational Studies 3200 or other course numbers within the particular academic department via preparation and submission of a portfolio which explicitly describes college-level learning based on prior occupational experiences.

** Of the 120 semester hours required to complete the degree, at least 25 sem. hrs. of courses from EIU must be included.

**** Based on recommendations developed while enrolled in COS 1000 Portfolio Development (C/NC), students may prepare and submit a portfolio which explicitly describes college-level learning based on prior occupational experiences. This credit may be granted via COS 3200 or other course numbers within the Supervision and Organizational Studies program.**