

9-15-2011

September 15, 2011

Council on Academic Affairs

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#### Recommended Citation

Council on Academic Affairs, "September 15, 2011" (2011). *Minutes*. 8.  
[http://thekeep.eiu.edu/caa\\_minutes/8](http://thekeep.eiu.edu/caa_minutes/8)

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## Agenda for the September 15, 2011 CAA Meeting

**Items approved:** 11-84, FLE 3025, Women in the Hispanic World (New Course)  
11-85, FLS 3000, Problems in Spanish Grammar (Revised Course)  
11-86, FLS 3010, Writing Through Literature (New Course)  
11-94, Honors Council Appointments

**Items Pending:** 11-95, Course Proposal Format (Revised Format)  
11-96, BUS 1950, Computer Concepts and Applications for Business (Revised Course)

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### Council on Academic Affairs Minutes

September 15, 2011

The September 15, 2011 meeting of the Council on Academic Affairs was held at 2:00 p.m. in Room 4440, Booth Library.

**Members Present:** Ms. Gonzalez, Ms. Green, Dr. Hoerschelmann, Dr. Klarup, Dr. Lucas, Dr. Mitchell, Ms. Reid, Dr. Ruholl, Dr. Throneburg, and Dr. White.

**Members Absent:** None.

**Staff Present:** Dr. Lord and Ms. Fopay.

**Guest Present:** Dr. Canfield, Foreign Languages; Ms. Dexter, *The Daily Eastern News*, Dean Irwin, College of Arts & Humanities; and Dean Stimac, Honors College.

#### I. Approval of the September 1, 2011 CAA Meeting Minutes.

Dr. White moved and Dr. Reid seconded the motion to approve the minutes. The minutes of September 1, 2011 were approved as written.

#### II. Communications:

##### a. Curriculum Committee Minutes:

1. Minutes of the September 7, 2011 Lumpkin College of Business & Applied Sciences Curriculum Committee meeting.

##### b. Waiver Reports:

1. Academic Waiver Report for August 2011 from Lumpkin College of Business & Applied Sciences (LCBAS), College of Arts & Humanities (CAH), College of Education & Professional Studies (CEPS), and College of Sciences (COS).

*Dr. Mitchell noted the following errors on two of the waiver reports: Dr. Wolski's name was misspelled under waiver #11-67 on the LCBAS waiver report and the chair approval for waiver COS 11-71 on the COS waiver report was written incorrectly and should be "CHM Chair Approved" rather than "PHY Chair Approved."*

##### c. Executive Action Requests:

1. September 2, 2011 email from Associate Dean Poulter, CAH, requesting executive action to revise the English major.
2. September 6, 2011 memo from Dean Izadi, LCBAS, requesting executive action to change the prerequisites of MIS 4530.

##### d. Committee Appointments:

1. August 31, 2011 email from Carol Miller, Textbook Rental Service, requesting a representative from CAA to fill a two-year appointment on the Textbook Rental Service Advisory Committee.  
*Dr. Klarup volunteered to serve on the Textbook Rental Service Advisory Committee for a two-year term.*

2. September 1, 2011 email from Dr. Karla Sanders, Center for Academic Support & Assessment, requesting a representative from CAA to fill a three-year appointment on the Committee for the Assessment of Student Learning (CASL).

*Dr. Throneburg provided an explanation for this appointment and noted that prior to the meeting Dr. Reid had expressed interest in filling the appointment. No one else volunteered, so Dr. Debra Reid will serve on CASL, filling the Global Citizenship seat, for a three-year term. Also, based on the email from Dr. Sanders, Dr. Throneburg will continue to serve on CASL as a CAA representative in addition to becoming the CASL Chair.*

**e. Other:**

1. September 2, 2011 email from Dr. Jonathan Coit, Faculty Senate, regarding the Ad-Hoc Committee on Online Education.

*Please see the next communication.*

2. September 13, 2011 email from Dr. Andrew Methven, Chair of the Faculty Senate, regarding the he Ad-Hoc Committee on Online Education.

*At the meeting today Dr. Mitchell shared copies of this email (**See Attachment A**) which he received from Dr. Methven after this week's CAA meeting agenda was posted. The council discussed both Dr. Coit's (See communication e, 1.) and Dr. Methven's emails. There were questions, so Dr. Mitchell will contact Dr. Methven about it.*

*On another note, it was mentioned at the meeting today that in the past a member of the council served as a CAA liaison to Faculty Senate. After council discussion Dr. Mitchell and Dr. Hoerschelmann indicated they would fill this role and take turns attending Faculty Senate meetings.*

3. September 12, 2011 memorandum from Dr. Mary Herrington-Perry regarding documenting compliance with the "Human Relations" section of the Board of Higher Education Act (110 ILCS 205/9.210).

**III. Committee Reports:**

1. At the meeting today Dr. Throneburg, CASL Chair, proposed that CASL representatives attend two CAA meetings this year, rather than one as done in the past, to share data and information collected by CASL in order to allow more time for discussion and questions by council members. In addition, once CASL submits data to CAA, she encouraged council members to look over it, actively engage in discussion and ask questions about it, and possibly propose some sort of action as a result of it. The council members asked questions and discussed it. Dr. Throneburg will contact Dr. Mitchell, CAA Chair, in the future to arrange times when the CASL representatives can come to CAA.

**IV. Item Added to the Agenda:**

1. 11-96, BUS 1950, Computer Concepts and Applications for Business (Revised Course).

Dr. White moved and Dr. Hoerschelmann seconded the motion to add this item to the agenda.

**V. Items Acted Upon:**

1. **11-94, Honors Council Appointments.**

Dean Stimac presented the proposal. There were no questions.

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

The proposal was approved, effective Fall 2011.

The following individuals were appointed to the Honors Council:

- Representing College of Arts and Humanities: Dr. Domenica Newell-Amato
- Representing the College of Sciences: Dr. Andrew Methven
- Representing the College of Education and Professional Studies: Dr. Jennifer Stringfellow
- Representing the chairs from the College of Arts and Humanities: Dr. Jean Wolski
- Representative on the Honors Council as primary instructor of HON 1191: Dr. Dawn VanGunten

**2. 11-84, FLE 3025, Women in the Hispanic World (New Course).**

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

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

The proposal was approved, effective Fall 2012.

**FLE 3025. Women in the Hispanic World. (3-0-3) On Demand.** This course explores the contributions of Hispanic women to literature, the arts and politics in the Spanish-speaking world from the colonial period to the present. Students will read original work by women, as well as critical essays written about them. Students will also be introduced to scholarship on gender, race, class and national identity. WI

**3. 11-85, FLS 3000, Problems in Spanish Grammar (Revised Course).**

Dr. Canfield presented the proposal and answered questions of the council. Also, he asked that the effective on the proposal be changed to Spring 2012.

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

The proposal was approved, effective Spring 2012.

**FLS 3000. Problems in Spanish Grammar. (4-0-4) F, S.** This course is designed to develop students' proficiency in the Spanish language in all four skills—listening, reading, speaking and writing—with a special focus on grammar. The student will deepen his or her knowledge and understanding of grammar. Prerequisite: FLS 2202 or equivalent. WA

**4. 11-86, FLS 3010, Writing Through Literature (New Course).**

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

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

The proposal was approved, effective Spring 2013. As a result, FLS 4202 will be deleted.

**FLS 3010. Writing Through Literature. (3-0-3) On Demand.** This course is designed to develop students' writing proficiency in the Spanish language. Students will acquire advanced writing skills by studying literary works and writing about them. In so doing, they will expand their vocabulary, strengthen their command of grammar, and gain confidence to express themselves in writing. Prerequisite: FLS 3000 or equivalent. WC

**VI. Pending:**

1. 11-95, Course Proposal Format (Revised Format)

**VII. Meeting Adjournment:**

1. Dr. White moved and Ms. Green seconded the motion to adjourn the meeting. The motion was approved by acclamation.

The meeting adjourned at 2:55 p.m.

The next meeting will be held Thursday, September 22, 2011.

*—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 <http://www.eiu.edu/~eiucaa/elibrary/>.

## \*\*\*\*\* ANNOUNCEMENT OF NEXT MEETING \*\*\*\*\*

September 22, 2011

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

**Agenda:**

1. 11-95, Course Proposal Format (Revised Format)
2. 11-96, BUS 1950, Computer Concepts and Applications for Business (Revised Course)

**Approved Executive Actions:****LCBAS, CAH, CEPS, COS, and Honors College****Effective Summer 2012**

1. Curriculum revisions necessitated by the new federal regulation limiting financial aid for repeated courses (*Go to the following website to view the course changes:*  
<http://castle.eiu.edu/~eiucaa/2011-12CAA/FA11/09-01-11/Communications/CAARRepeat08-29-11.pdf>)

**Pending Executive Actions:****LCBAS****Effective Spring 2012**

1. Change the prerequisites for MIS 4530.

**MIS 4530 - Web Application Development.**

(3-0-3) S. Development of web-based applications, including client-side and server-side scripting languages, database interfaces, XML, web services, and design concepts. Prerequisites and Notes: MIS 2000, MIS 3530, and ~~4200~~ BUS 3500. Credits: 3

**CAH****Effective Fall 2012**

1. Revise the English major as a result of changes in the Illinois Articulation Initiative.

**English (B.A.)****English Electives (15 credits)**

**Five additional courses in English, chosen from any of the above or from Group 5. General Education courses are excluded, except for ENG 2009G/ENG 2099G, ENG 2011G/ENG 2091G, and ENG 3009G/ENG3099G. English majors (non-teacher certification) are required to select 2 of the 5 elective courses at the 3000 level or above. Two courses in a single foreign language may be counted if numbered 2000 or above, not taught in English, and not offered for Gen Ed credit.**

~~Five additional courses in English, chosen from any of the above or from Group 5. General Education courses are excluded, except for 3009G/3099G. Two courses in a single foreign language may be counted if numbered 2000 or above, not taught in English, and not offered for Gen Ed credit.~~

**Group 5 - English Electives**

- ENG 2001 - Creative Writing: Nonfiction. Credits: 3
- ENG 2003 - Creative Writing: Poetry. Credits: 3
- ENG 2005 - Creative Writing: Drama. Credits: 3
- ENG 2007 - Creative Writing: Fiction. Credits: 3
- **ENG 2009G - Literature and Human Values 1, 2, 3, 4. Credits: 3**
- **ENG 2011G - Literature, the Self and the World 1, 2, 3. Credits: 3**
- **ENG 2091G - Literature, the Self and the World 1, 2, 3, Honors. Credits: 3**
- **ENG 2099G - Literature and Human Values 1, 2, 3, 4, Honors. Credits: 3**

- ENG 2602 - World Literature since the Renaissance. Credits: 3
- ENG 2603 - Greek and Roman Mythology. Credits: 3
- ENG 2692 - World Literature since the Renaissance, Honors. Credits: 3
- ENG 2760 - Introduction to Professional Writing. Credits: 3
- ENG 3005 - Technical Communication. Credits: 3
- ENG 3009G - Myth and Culture. Credits: 3
- ENG 3099G - Myth and Culture, Honors. Credits: 3
- ENG 3405 - Children's Literature. Credits: 3
- ENG 3406 - Literature for Pre-Adolescents. Credits: 3
- ENG 3504 - Film and Literature. Credits: 3
- ENG 3600 - The Bible as Literature. Credits: 3
- ENG 3604 - Special Topics in Literature and Language, 1, 2, 3, 4. Credits: 3 (Topic 4)
- ENG 3606 - Modern Drama. Credits: 3
- ENG 3706 - American Regional Literature. Credits: 3
- ENG 3903 - Women, Literature, and Language. Credits: 3
- ENG 3970 - Study Abroad. Credits: 1 to 15
- ENG 4275 - Internship in Professional Writing. Credits: 4
- ENG 4400 - Independent Study. Credits: 3
- ENG 4752 - Studies in Drama. Credits: 3
- ENG 4760 - Studies in Professional Writing. Credits: 3
- ENG 4761 - Creative Nonfiction Writing Credits: 3
- ENG 4762 - Poetry Writing. Credits: 3
- ENG 4763 - Fiction Writing. Credits: 3
- ENG 4764 - Play Writing. Credits: 3
- ENG 4903 - Young Adult Literature. Credits: 3
- ENG 4904 - Studies in Film. Credits: 3
- ENG 4905 - Studies in Children's Literature. Credits: 3
- ENG 4906 - Problems in the Teaching of English. Credits: 3

**Footnotes:**

Concurrent or prior registration in ENG 2205 is strongly recommended for majors in all courses at the 2000-level or above.

**Except for ENG 2009G/ENG 2099G, ENG 2011G/ENG 2091G, and ENG 3009G/ENG3099G, English courses in the General Education Program do not fulfill requirements in the English major or minors. (Major GPA based on all English courses taken at EIU except ENG 0990, 0995, 1000, 1001G, 1002G, 1091G, 1092G, and General Education courses other than ENG 2009G/ENG 2099G, ENG 2011G/ENG 2091G, and ENG 3009G/ENG3099G.)**

~~Except for ENG 3009G and 3099G, English courses in the General Education Program do not fulfill requirements in the English major or minors. (Major GPA based on all English courses taken at EIU except ENG 0990, 0995, 1000, 1001G, 1002G, 1091G, 1092G, and General Education courses other than 3009G or 3099G.)~~

**Attachment A**

**From:** Andrew Methven <[asmethven@eiu.edu](mailto:asmethven@eiu.edu)>  
**Date:** September 13, 2011 10:12:03 AM CDT  
**To:** [cjmitchell@eiu.edu](mailto:cjmitchell@eiu.edu)  
**Cc:** Andrew Methven <[asmethven@eiu.edu](mailto:asmethven@eiu.edu)>  
**Subject:** **Online course and degree offering committee**

Chris:

This fall Provost Lord will appoint a committee to investigate the current and future direction of EIU's online course and degree offerings. The committee will be composed of two representatives from each college, and one representative each from Faculty Senate, the Council of Academic Affairs, the Council on Graduate Studies, and the Council on Teacher Education. Faculty Senate will nominate its own representative as well as the eight faculty representing the four colleges. Each of the other three councils will nominate their own representatives.

Last spring, CAA submitted three names to the Provost for consideration for the committee: Olaf Hoerschelmann, Grant Sterling and Deb Reid. Faculty Senate is now asking CAA to nominate one representative to the committee, either one of these three individuals or another member of CAA. Faculty Senate would appreciate having the name of CAA's representative by Friday, September 23.

Let me know if you have any questions.

Andy