

1-31-2008

January 31, 2008

Council on Academic Affairs

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Recommended Citation

Council on Academic Affairs, "January 31, 2008" (2008). *Minutes*. 100.
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Agenda for the January 31, 2008 CAA Meeting

Items approved: None.

Items Pending: 07-83, Proposal for Electronic Voting at CAA Meetings
07-87, Voluntary Submission of Mid-Term Grades for Upper-Division Courses
08-07, Geographic Information Sciences (GISci) (New Interdisciplinary Minor)
08-08, FCS 3810, Child Care Issues (New Course)
08-09, FCS 3812, Nutrition Topics for Child Care Professionals (New Course)
08-10, FCS 3814, Establishing a Center/Family Child Care (New Course)
08-11, FCS 3816, Children and Loss (New Course)
08-12, FCS 4240, Child Advocacy (New Course)
08-13, FCS 4242, Computer Use for Child Care Administration (New Course)
08-14, FCS 4244, Working with Families of Children Identified as Exceptional (New Course)
08-15, FCS 4246, Curriculum for Homes and Centers (New Course)
08-16, FCS 4248, Family: Child/Home (New Course)
08-17, FCS 4250, Designing and Managing Learning Environments in Early Childhood Programs (New Course)
08-18, FCS 4252, Professionalism in Early Childhood Environments (New Course)
08-19, FCS 4254, Early Childhood Program Base (New Course)
08-20, FCS 4256, Working with School-age Care Programs (New Course)
08-21, FCS 4258, Using Technology in Early Childhood Environments to Enhance Children's Learning (New Course)
08-22, FCS 4260, Personal and Professional Self-Awareness for the Early Childhood Professional (New Course)
08-23, FCS 4262, Discipline and Guidance of Young Children (New Course)
08-24 FCS 4264, Child Care Programs: Marketing and Grant Writing (New Course)
08-25, FCS 4680, Family Systems and their Impact on Child Care (New Course)
08-26, FCS 4685, Developing Cultural Awareness in Young Children (New Course)
08-27, FCS 4686, Activity Planning to Facilitate Brain Development and Concept Formation in Infants and Young Children (New Course)
Senior Seminar Review Committee (Ongoing)
Ad Hoc Committee on Writing Across the Curriculum (Ongoing)
Professor Laureate Selection Subcommittee (Ongoing)

**Council on Academic Affairs
Minutes**

January 31, 2008

The January 31, 2008 meeting of the Council on Academic Affairs was held at 2:07 p.m. in Room 4440 Booth Library.

Members Present: Dr. Bower, Dr. Campbell, Dr. Dietz, Ms. Dilworth, Ms. Green, Ms. Kostelich, Ms. Montleon, Dr. Reid, Dr. Roszkowski, Dr. Stowell, and Ms. Wyatt.

Members Absent: Dr. Hendrickson and Dr. Hyder.

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

Guests Present: Mr. Goldacker, Communication Disorders & Sciences; Ms. Harrington, *Daily Eastern News*; Dr. Meadows, Family & Consumer Sciences; Dr. Richard, Communication Disorders & Sciences; and Ms. Smitley, Communication Disorders & Sciences.

I. Approval of the January 24, 2007 CAA Meeting Minutes.

The minutes of January 24, 2008 were approved as written.

II. Communications:

1. Summary Report of Grade Appeals from the College of Education & Professional Studies.
2. Appointments to the Ad Hoc Committee on Writing Across the Curriculum.

Dr. Roszkowski noted that the individuals listed below were willing to serve on the Ad Hoc Committee on Writing Across the Curriculum. There was no opposition to the committee composition.

April Flood, Early Childhood, Elementary, and Middle Level Education

Alison Kostelich, Student Representative

Tesa Leonce, Economics

Daiva Markelis, English and the Director of the Writing Center

Betsy Pudliner, Family & Consumer Sciences

Debra Reid, History

Tim Taylor, English

Gordon Tucker, Biological Sciences

Dr. Debra Reid will chair the committee. The group will meet throughout the semester and report back to the council before the end of the semester.

III. Committee Reports:

1. Dr. Stowell mentioned that the Academic Technology Advisory Committee (ATAC) will meet Friday, February 8, 2008. He asked individuals to let him know if they had anything for ATAC.

IV. Items Added to the Agenda:

None.

V. Items Acted Upon:

Dr. Michelle Meadows presented the FCS course proposals. She explained that the proposals were developed specifically for the CLAS (Completion of Learning on an Alternative Schedule) Program. All have been taught as special topics courses for several years; these proposals merely seek to convert them to traditional courses within the Family & Consumer Sciences' curriculum.

Dr. Meadows answered various questions that council members and guests had about the CLAS Program. She distributed a handout summarizing the program. In addition, she provided an explanation of the program, who qualifies for it, and objectives and criteria for it.

After that Dr. Meadows presented agenda item 08-08, FCS 3810, Child Care Issues, and answered questions. Ms. Dilworth moved and Dr. Dietz seconded the motion to approve the proposal. The council requested revisions to the document. Voting on the item was postponed.

Next the following agenda items were discussed and reviewed item by item (beginning with agenda item 08-27):

- 08-09, FCS 3812, Nutrition Topics for Child Care Professionals (New Course)
- 08-10, FCS 3814, Establishing a Center/Family Child Care (New Course)
- 08-11, FCS 3816, Children and Loss (New Course)
- 08-12, FCS 4240, Child Advocacy (New Course)
- 08-13, FCS 4242, Computer Use for Child Care Administration (New Course)
- 08-14, FCS 4244, Working with Families of Children Identified as Exceptional (New Course)
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- 08-16, FCS 4248, Family: Child/Home (New Course)
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- 08-19, FCS 4254, Early Childhood Program Base (New Course)
- 08-20, FCS 4256, Working with School-age Care Programs (New Course)
- 08-21, FCS 4258, Using Technology in Early Childhood Environments to Enhance Children's Learning (New Course)
- 08-22, FCS 4260, Personal and Professional Self-Awareness for the Early Childhood Professional (New Course)
- 08-23, FCS 4262, Discipline and Guidance of Young Children (New Course)
- 08-24, FCS 4264, Child Care Programs: Marketing and Grant Writing (New Course)
- 08-25, FCS 4680, Family Systems and their Impact on Child Care (New Course)
- 08-26, FCS 4685, Developing Cultural Awareness in Young Children (New Course)
- 08-27, FCS 4686, Activity Planning to Facilitate Brain Development and Concept Formation in Infants and Young Children (New Course)

Dr. Meadows answered questions from the council and guests concerning each proposal. Representatives from the Department of Communication Disorders and Sciences raised concerns that the proposed FCS 4686 included substantial overlap with CDS 2200.

The council members requested the following revisions to the course prerequisites and restrictions of each course proposal (agenda items 08-08 thru 08-27).

Prerequisite: Admission to ~~CLAS program~~ **to the Bachelors in General Studies Program** or permission of instructor. **Intended for students pursuing the Illinois Director's Credential.**

Restriction: Enrollment in ~~CLAS program through~~ **the Bachelors in General Studies program** or permission of instructor; and at least junior status. **Intended for students pursuing the Illinois Director's Credential.**

Voting on the agenda items 08-08 thru 08-27 was postponed. Instead, the council requested that the School of Family & Consumer Sciences first address council suggestions made at today's meeting, including:

- Review the course prerequisites of all the courses and incorporate additional changes if needed. For example, if applicable, include course sequencing.
- Examine the student learning objectives, paying particular attention to 4000-level courses, to insure that the objectives reflect higher-order knowledge and skills appropriate to senior-level university courses.
- Provide additional information concerning the supplemental readings listed in the proposals.
- Review the program and curriculum structure to evaluate whether the courses might be sequenced and/or whether some courses could be combined
- Discuss the proposals with other departments/colleges (including Psychology, Sociology, Communication Disorders and Sciences, and Early Childhood Education) to determine similarity to existing courses and to insure that the information provided in Part IV.3.a. of the course proposals is accurate.

Dr. Meadows will work with individuals in the School of Family & Consumer Sciences to address the council's suggestions, after which the agenda items will be revisited at a future CAA meeting.

VI. Pending:

1. 07-83, Proposal for Electronic Voting at CAA Meetings
2. 07-87, Voluntary Submission of Mid-Term Grades for Upper-Division Courses
3. 08-07, Geographic Information Sciences (GISci) (New Interdisciplinary Minor)
4. Senior Seminar Review Committee (Ongoing)
5. Ad Hoc Committee Review of Writing Across the Curriculum (Ongoing)
6. Professor Laureate Selection Subcommittee (Ongoing)

There will not be a face-to-face meeting on Thursday, February 7, 2008. However, if needed, an electronic meeting will be held. The next meeting date – to be announced.

The meeting adjourned at 3:30 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/>.

The CAA minutes, agendas, and summaries of CAA actions are distributed via a listserv, caa-list. To subscribe, go to the following web site: <http://lists.eiu.edu/mailman/listinfo/caa-list>. Locate the section "Subscribing to caa-list" and enter your email address and create a password. Next, click on the subscribe box. An email will be sent to you requesting confirmation. Once confirmation is received, your request will be held for approval by the list administrator. You will be notified of the administrator's decision by email.

***** ANNOUNCEMENT OF NEXT MEETING *****
TO BE ANNOUNCED

**Approved Executive Actions:
Effective Fall 2008**

1. Add the following statement to EIU 1111: Course may not be repeated regardless of the grade the student originally earned in it.

1111 EIU University Foundations. (2-0-2) F. An inquiry into the academic expectations, resources, policies, and traditions of university life. Students are challenged to enhance their intellectual potential, understand their academic and moral responsibilities, and appreciate diversity in a framework that develops critical thinking, learning, and communication skills necessary to contribute successfully to the university's intellectual life. An experiential learning component engages students in the scholarly and co-curricular community. This course may not be taken credit/no credit. Prerequisite: First-year student standing (fewer than 30 semester hours of earned credit). **Course may not be repeated regardless of the grade the student originally earned in it.**

2. Revise the course description for EIU 2919.

2919 EIU Strategies for Academic Success. (1-0-1) F, S. Enrollment required of students placed on academic warning for the first time **or reinstated following dismissal without prior warning or probation.** Topics will include self-assessment, goal-setting, time management, study skills, learning styles and motivation. Course may not be repeated **without permission of the Assistant Director, Academic Success Center.** Does not count toward graduation.

Effective Immediately

1. Revise the policy for reinstated students following a dismissal for a 0.0 semester.
Rationale from executive action request: Our current policies related to students who are not in good academic standing require that students on warning for the first time take EIU 2919. Students who are reinstated after academic dismissal are to meet with the Assistant Director of the Academic Success Center to develop an academic plan for success. The majority of these reinstated students will have taken and completed EIU 2919; however, students who are dismissed after their first semester for a 0.0 g.p.a. will not have had the opportunity to complete this course.

Catalog Description:

Reinstatement Following Academic Dismissal

Students who have been academically dismissed must remain out of the University for at least one regular semester. After the inactive semester, students who have been academically dismissed for the first time are automatically eligible for readmission provided that they meet the following conditions:

- The student applies for readmission at least 10 calendar days prior to the first class day of the term for which readmission is sought;
- Prior to the first class day of the term for which readmission is sought, the student, with the assistance of the Assistant Director of the Academic Success Center, prepares a written academic plan signed by both the student and Assistant Director of the Academic Success Center. **Students who were dismissed and were never enrolled in EIU 2919 will be required to enroll in EIU 2919 the following fall or spring semester in lieu of making an academic plan with the Assistant Director of the Academic Success Center. Students must complete the course with a "C" or better. Failure to enroll in this course by the first day of classes will result in a hold being placed on the student's record. This course may not be dropped;** and

- If, since the date of academic dismissal, the student has attempted course work at a regionally accredited college or university, the student provides an official transcript for the coursework showing a composite GPA in the course work of at least 2.00 on a scale of 4.00 (or, if the student is attending the regionally accredited college or university at the time of application for readmission, a statement from that institution indicating that the student is earning at least a 2.00 on a scale of 4.00 for coursework attempted by that student subsequent to academic dismissal from Eastern Illinois University will suffice until the official transcript can be sent at the end of the term).

Students who have been academically dismissed are eligible for readmission only at the beginning of a spring or fall term; they are not allowed to re-enter during a summer term.

If the student fails to satisfactorily complete the requirements of the written academic plan by midterm of the semester of readmission, a hold will be placed on the student's record that will be removed upon the student's satisfactory completion of the requirements of the written academic plan.

Readmitted students re-enter the University with the cumulative GPA they had upon dismissal and are placed on academic probation. This probationary status will continue so long as the student satisfies the conditions specified in the section on "Academic Probation." Students who fail to make satisfactory progress will be dismissed and may not be reinstated except by approval of the Academic Reinstatement Committee.

COS

Effective Fall 2008

1. Delete GEG 4890 from the catalog.

~~**4890 GEG Geographic Information Systems. (2-2-3) On Demand.** Theoretical and applied introduction to geographic information systems. Microcomputer lab experience offers real world human and natural resource computer-based scenarios that involve the input, storage, retrieval, manipulation, analysis and cartographic display of geocoded data using geographic information systems. Prerequisite: GEG 3800 or consent of instructor.~~

Pending Executive Actions:

None.