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February 15, 2007

Council on Academic Affairs

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Agenda for the February 15, 2007 CAA Meeting

Items approved: 07-21, HIS 4780, Origins of Europe: Archaeology and History (New Course)
07-22, SOC 2820, Sociology of Education (New Course)

Items Pending: 06-78, Policy on Review of Capricious Grading, Forms, and Flowchart (New Policy to Replace IGP 45: Grades Appeals)
07-23, B.A. in Art Program Review Presentation
07-24, B.A. in Economics Program Review Presentation
07-25, B.Mus. in Music Program Review Presentation
07-26, B.A. in Political Science Program Review Presentation

Council on Academic Affairs Minutes

February 15, 2007

The February 15, 2007 meeting of the Council on Academic Affairs was held at 2:05 p.m. in Booth Library Conference Room 4440.

Members present: Dr. Bower, Dr. Carwell, Dr. Dietz, Ms. Dilworth, Mr. Feimer, Dr. French, Dr. Hyder, Dr. Roszkowski, Ms. Sommerfeld, Dr. Stowell, and Dr. Upadhyay.

Members absent: Ms. Green and Ms. Kostelich.

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

Guests present: Dr. Foster, Sociology/Anthropology; Dr. Haile Mariam, Faculty Senate and Psychology; and Dr. Young, History.

I. Approval of the February 8, 2007 CAA Meeting Minutes.

The minutes of February 8, 2007 were approved as written.

II. Communications:

1. February 12, 2007 memorandum from Dean Jackman, CEPS, requesting executive action to revise the course descriptions and/or prerequisites for SED 3000, SED 3100, SED 3330, and EDP 3331, effective Spring 2008.

III. Committee Reports:

1. January 24, 2007 email from Ms. Julie Sterling reporting on the Enrollment Management Advisory Committee (EMAC).

IV. Other Business:

1. Dr. Roszkowski noted that Dr. Gail Richard, CDS Chair, thanked the council for taking action on agenda item 07-20, Communication Disorders & Sciences (Revised Major), without a CDS representative at last week's meeting.
2. Dr. Roszkowski announced that council members Dr. Julie Dietz and Ms. Elise Sommerfeld will serve on the Professor Laureate Subcommittee. Dr. Dietz will chair the subcommittee.

In addition, Dr. Roszkowski explained that she and Dr. Dietz discussed getting an external person to serve on the committee. They thought it might be a good idea to ask the individual that received the award last year to serve on the committee. Also, she asked the council to consider making this a tradition from year to year.

Dr. Roszkowski indicated that Dr. Lynne Curry, last year's Professor Laureate, has agreed to serve on the subcommittee.

Also, Dr. Dietz mentioned that Dr. Herrington-Perry had prepared a flyer (See Attachment A) that will be distributed to the campus community.

The deadline to submit Professor Laureate nominations and supporting materials is 4 p.m. on Friday, March 30. Materials should be submitted to Dr. Julie Dietz, Department of Health Studies, 1211 Lantz.

3. Dr. Roszkowski noted that the a draft of the revised grade appeal policy will be submitted to the council soon. A joint CAA/CGS meeting to discuss the policy is scheduled for Thursday, March 1, in Room 4440, Booth Library.

V. Items to be Added to the Agenda:

1. 07-23, B.A. in Art Program Review Presentation
2. 07-24, B.A. in Economics Program Review Presentation
3. 07-25, B.Mus. in Music Program Review Presentation
4. 07-26, B.A. in Political Science Program Review Presentation

Ms. Dilworth moved and Dr. Bower seconded the motion to add these items to the agenda.

Dr. Roszkowski responded to a question concerning the purpose for and what the program review presentations will be about. Also, Dr. Herrington-Perry indicated that she has only received two of the program reviews.

Program Review Presentation Schedule

1. 07-23, B.A. in Art Program Review Presentation: March 8, 2007
2. 07-24, B.A. in Economics Program Review Presentation: March 8, 2007
3. 07-25, B.Mus. in Music Program Review Presentation: March 8, 2007
4. 07-26, B.A. in Political Science Program Review Presentation: March 22, 2007

VI. Items Acted Upon:

1. 07-21, HIS 4780, Origins of Europe: Archaeology and History (New Course)

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

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

The proposal was approved, *effective Spring 2008*.

4780 HIS. Origins of Europe: Archaeology and History. (3-0-3) S. Origins of Europe: Archaeology. Introduction to the archaeology and history of early Europe (1000 B.C.-1000 A.D.), with an emphasis on the how archaeological (material culture) and historical (written) sources are used in its study. Course may not be repeated. WI

2. 07-22, SOC 2820, Sociology of Education (New Course)

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

Mr. Feimer moved and Dr. Dietz seconded the motion to approve the proposal. The motion passed unanimously.

The proposal was approved, *effective Spring 2008*.

2820 SOC. Sociology of Education (3-0-3) S. A sociological analysis of education as a distinct social institution with an emphasis on the complex organizational structure, the relationship between the educational system and the individual, as well as other social institutions, and the process of social change as it applies to the system of education. Course may not be repeated.

VII. Pending:

1. 06-78, Policy on Review of Capricious Grading, Forms, and Flowchart (New Policy to Replace IGP 45: Grades Appeals)

The next meeting – DATE TO BE ANNOUNCED.

The meeting adjourned at 2:20 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 <http://www.edu.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

Agenda

None at this time.

Pending:

- 06-78, Policy on Review of Capricious Grading, Forms, and Flowchart (New Policy to Replace IGP 45: Grades Appeals)

Approved Executive Actions:

None.

Pending Executive Actions:**CEPS****Effective Spring 2008**

- Revise the course description for EDP 3331.

3331 EDP. Theories of Learning and Development for Secondary Teachers. (3-2-3) F, S. Individual growth and development, motivation, learning theory, appraisal of human differences, classroom management, student evaluation, practices, and observation. ~~Thirty clock (30) hours of clinical activities are required.~~ **Approximately 6 weeks of intensive practice work in the public schools.** Prerequisites: "University Approval to Take Teacher Education Courses" requirements apply; SED 2000. Corequisite: Concurrent enrollment in SED 3330. Priority will be given to those students who are one year or less away from student teaching.

- Update the course description and add a prerequisite to SEC 3000

3000 SED. ISEP Level I (2-3-3) F, S. (Credit/No Credit) First course in a competency-based program integrating educational psychology, instructional methods, special education, and educational foundations; leading to secondary certification. Attaining skills from learning ~~packages~~ **modules**, public school contacts and **clinical** experiences. ~~Some classes may be held in the public schools; car pooling can be arranged.~~ **Prerequisite: SED 2000.** WI

3. Change the course description for SED 3100

3100 SED. ISEP Level II. (2-3-3) F, S. (Credit/No Credit) Continuation of program leading to secondary certification. Integrating educational psychology, instructional methods, special education and educational foundations. Attaining skills from learning packages modules, public school contacts and classroom practica experiences. Some classes may be held in the public schools; car pooling can be arranged. Prerequisites: SED 2000; SED 3000. "University Admission to Teacher Education" requirements apply. WI

4. Revise the course description and prerequisites for SED 3330.

3330 SED. Instructional Tasks in the Secondary School. (3-2-3) F, S. ~~Present knowledge of the state of the secondary school, to become skilled in methods of teaching, planning of instruction, selection of appropriate content, classroom management, and assessment techniques. Thirty clock (30) hours of clinical activities are required.~~ **Methods course that presents knowledge of the secondary school. Training in teaching regulations and standards of the state of IL, planning of instruction, teaching strategies, assessment techniques, classroom management, instructional adaptation, and material creation. Approximately 6 weeks of intensive practice work in the public schools.** Prerequisites: **SED 2000**, "University Approval to Teacher Education" requirements apply; ~~SED 2000~~; concurrent enrollment in EDP 3331. *Priority will be given to those students who are one year or less away from student teaching.

Attachment A*Coming Fall 2007*

A new freshman class. A new semester.

Fall Convocation

for New Students

and to recognize
the 2007 Professor Laureate

The 2007 Professor Laureate will:

- Lead the faculty in Convocation ceremonies;
- Present an address at Convocation that introduces our incoming students to the concept and importance of general education;
- Receive a \$500 stipend;
- Be profiled in a variety of University publications;
- Have the opportunity to represent faculty on a number of student committees.

Nominate the 2007 Professor Laureate

Criteria:

The nominee

- must be a current full-time member of the EIU teaching faculty;
- must have shown evidence of interest in general/liberal education and undergraduate students; and
- must have demonstrated excellence as an undergraduate teacher.

Deadline & Selection

Selection will be made by a subcommittee of the Council on Academic Affairs.

Submit nominations and supporting materials by 4 p.m., Friday, **March 30** to:

Dr. Julie Dietz
Department of Health Studies
1211 Lantz

The Nomination Process

- Faculty, administrators, or students may make nominations; self-nomination is encouraged.
- Faculty from any discipline may be nominated.
- Knowledge and consent of the nominee are required for nominations.
- Nominations must include:
 1. A letter of nomination, no longer than 500 words.
 2. No more than three supporting letters (one page maximum) from colleagues or students. At least one of these letters should be from a person who has observed the nominee in a teaching setting involving undergraduates.
 3. The nominee must provide
 - a summary of recent teaching evaluations,
 - a list of courses taught recently, and
 - a statement of the nominee's view of general/liberal education, and the value of teaching undergraduates, not to exceed 300 words.