

2-27-2003

February 27, 2003

Council on Academic Affairs

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**Council on Academic Affairs**  
**Minutes**  
*February 27 2003*

The February 27, 2003 meeting of the Council on Academic Affairs was held at 2:00 p.m. in the Arcola/Tuscola Room.

**Members present:** Dr. Bock, Mr. Deedrick, Dr. Fewell, Ms. Grenda, Dr. Helsel, Dr. Marlow, Dr. Owen, Ms. Samuels, Ms. Sartore, Dr. Tidwell

**Members absent:** Dr. Dietz, Dr. Methven

**Staff present:** Dr. Herrington-Perry, Dr. Lord, Ms. McDivitt

**Guests present:** Ms. Candle, Dr. Canfield, Dr. Dilworth, Ms. Gartley, Dr. Hohengarten, Dr. Izadi, Ms. Lewis, Dr. Sutliff, Dr. Wolhstein

**I. Minutes**

The minutes of February 20, 2003 were approved as written.

**II. Communications:**

1. Invitation from Dr. Gary Foster, Chair of the ScienceFest Planning Committee, to attend the eighth annual ScienceFest Friday, February 28, 2003, from 1:30 to 5:00 p.m. in the University Union Ballroom.
2. February 7, 2003 College of Sciences Curriculum Committee Minutes (virtual meeting).
3. February 12, 2003 Lumpkin College of Business and Applied Sciences Curriculum Committee Minutes.
4. Telephone conversation from Dr. Radavich regarding concerns about SPC1310G.

**III. Items to be Added to the Agenda:**

None at this time.

**IV. Items to be Acted Upon:**

The order of the agenda was changed by consensus.

1. 03-22, INT 2043, Computer-Aided Engineering Drawing (new course proposal)

Dr. Sutliff presented the proposal and answered questions of the council. The motion passed unanimously.

This agenda item is approved, *effective Spring 2004*:

**2043 INT, Computer-Aided Engineering Drawing. (1-4-3) F, S. CAD Engr Drawing**  
Sketching, spatial visualization, computer-aided drawing (CAD) procedures, multiview drawing, dimensioning, tolerancing, threads and fasteners, and descriptive geometry. Prerequisites: INT 1012 or permission of instructor.

Please note that this course replaces INT 1043 and deletes INT 3053. It is a required course for the undergraduate Industrial Technology Program, General and Manufacturing Options.

2. 03-06r, JOU 2950, Introduction to Visual Communication for Journalists (new course proposal)

The Journalism and Industrial Technology Departments reviewed JOU 2950 and agreed on the proposed revisions. The motion passed unanimously.

This revised agenda item is approved, *effective Fall 2003*:

**2950 JOU, Introduction to Visual Communication. (2-2-3) On demand. Vis Comm.**  
Study of design, communication and visual communication theory, principles, and techniques that are essential to understanding photojournalism and journalism visual design. Students will test their understanding by

applying theory to journalistic photography and design assignments. This course may be taken only by journalism majors and minors. Credit will not be given for both JOU 2950 and INT 1363.

3. 03-19, Bylaws of the Council on Academic Affairs (revision)

By consensus, the Council agreed to vote on Articles III, IV, and VII separately.

Article IIIA2, as proposed, failed with a vote as follows:

Yes: Helsel, Marlow  
No: Bock, Deedrick, Fewell, Grenda, Owen, Samuels, Sartore, Tidwell

Dr. Bock moved and Dr. Tidwell seconded the motion to amend Article IIIA2 to include item A4, "An advisor from the Academic Advising Center, without vote, selected by the Center's staff." The motion passed unanimously.

Discussion on Article IIIA2 will continue at CAA's next meeting.

Dr. Tidwell moved and Ms. Samuels seconded the motion to amend Article IIIB1. The motion passed unanimously.

Article IIIB1 now reads:

"If a replacement is required among the elected members of the Council, the alternate shall be the person receiving the next highest number of votes from the list of remaining nominees in the election which decided the original member, providing that person received at least 75% of the votes cast for the third-seated Council member."

As a result of these actions, at this time Article III reads:

A. The Council shall consist of:

1. The Vice President for Academic Affairs as an ex officio member without vote.
2. Nine members (with voting privileges) elected by the faculty, from the faculty at large, for three year overlapping terms. Elections are conducted by the Faculty Senate and newly elected members shall take office at the first meeting of the Fall Semester after the election.
3. Three student members with voting privileges appointed by the Student Body President with the advice and consent of the Student Senate. An alternate student member shall be appointed in the same manner. Students serving on the Council must carry at least 12 semester hours of course work in each of the semesters they serve. If a student serves during the Summer Term, the student must carry at least 3 semester hours. If student members and the alternate are not enrolled during the summer term, Student Government Executive Officers or their appointee(s) may serve to achieve the full complement of three enrolled student representatives.
4. An advisor from the Academic Advising Center, without vote, selected by the Center's staff.

B. Replacements, in case of resignations or absences, shall be made as follows:

1. If a replacement is required among the elected members of the Council, the alternate shall be the person receiving the next highest number of votes from the list of remaining nominees in the election which decided the original member, providing that person received at least 75% of the votes cast for the third-seated Council member."
2. If a member of the Council is to be absent from the campus for one school term or more, his/her place shall be filled by an alternate for the length of his/her absence.
3. Resignation from the Council and replacement by an alternate should be effected within a month of the time of the resignation.

*Ronnie Deedrick left the meeting at this point.*

Article IV B, as proposed, failed as follows:

Yes: Marlow

No: Bock, Fewell, Grenda, Helsel, Owen, Samuels, Sartore, Tidwell

It was subsequently amended to strike the words "by secret ballot."

At this time, Article IV B reads:

At the last meeting held in the spring semester, the seated council shall elect a Chairperson and Vice Chairperson. Only members who have served the previous year on the Council are eligible to serve as Chairperson. Election shall be by a majority vote. The term of office for both the Chairperson and the Vice Chairperson shall be one year beginning at the first meeting in the fall semester. It shall be the duty of the Chairperson, and in his/her absence the Vice Chairperson, to call and preside over the meetings of the Council. The Chairperson retains the right to vote.

Dr. Bock moved and Dr. Helsel seconded the motion to vote on the proposed amendments on Article VII excluding Item A4d-9. The motion passed unanimously.

Discussion followed. Dr. Bock moved and Dr. Tidwell seconded the motion to amend Item A4d-9. The motion passed unanimously.

The amended Item A4d-9 reads:

When a department has a proposal which is part of a program, or a service to a program, other than its own, the proposal must bear the approval signature of the appropriate dean(s), as well as the signatures of the appropriate department chairpersons and the departments' curriculum committee chairpersons.

Dr. Bock moved and Dr. Fewell seconded the motion to include Item A4d-9 in the vote. The motion passed unanimously.

*Ms. Grenda left the meeting at this point.*

The revised Article A4d-9 passed unanimously.

CAA will continue discussion of its Bylaws at its next meeting. The Council intends to vote on the Bylaws as a whole at that time.

The meeting adjourned at 3:05 p.m. Submitted by Julie McDivitt, Recording Secretary

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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/>.

ANNOUNCEMENT OF NEXT MEETING

March 6, 2003

Arcola/Tuscola Room @ 2:00 p.m.

**Agenda**

1. 02-48, IGP #46, Grades (pending)
2. 02-51, Policies for Awarding Undergraduate Course Credit (pending)
3. 03-19, Bylaws of the Council on Academic Affairs (revision)

**Approved Executive Actions**

**LCBAS**

***Effective Fall 2003:***

Change the prefix as follows:

**From:** FIN 2710, Survey of Finance

**To:** BUS 2710, Survey of Finance

Change prerequisite for ACC 4750 as follows:

**From:** Admission to the School of Business or permission of the Associate Chair

**To:** ACC 3200 with a grade of C or better; admission to the Accounting Program or permission of the Associate Chair

Change prerequisite for FIN 4820 as follows:

**From:** BUS 3710 (with grade of C or better), FIN 3730 and ECN 3860, admission to the School of Business or permission of the Associate Chair.

**To:** BUS 3710 with a grade of C or better, FIN 3730, ECN 3860 and admission to the School of Business or permission of the Associate Chair. WI

Change prerequisite for MGT/INT 4800 as follows:

**From:** Admission to the School of Business or permission of the Associate Chair

**To:** Senior standing and admission to the School of Business or permission of the Associate Chair

Change prerequisite for MGT 4950 as follows:

**From:** Senior or graduate standing in the School of Business, admission to the School of Business or permission of the Associate Chair

**To:** Senior or graduate standing in the School of Business and admission to the School of Business or the permission of the Associate Chair.

**COS**

***Effective Fall 2003:***

Change prerequisite for PSY 2610 as follows:

**From:** PSY 1879G and MAT 1271 or higher level math course or ACT mathematics score of 26 or higher

**To:** PSY 1879G and MAT 1272 or higher level math course with a grade of C or better, or ACT mathematics score of 26 or higher.

Change prerequisite for PSY 3805 as follows:

**From:** PSY 1879G and 2610

**To:** PSY 2610 with a grade of C or better

Change prerequisite for PSY 4610 as follows:

**From:** PSY 2610 or equivalent

**To:** PSY 2610 or equivalent with a grade of C or better

Change prerequisite for PSY 4620 as follows:

**From:** Psychological Measurements: Fundamental Principles

**To:** PSY 2610 or equivalent with a grade of C or better.

**Pending Executive Actions**

None at this time.