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Council on Academic Affairs

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Council on Academic Affairs
Minutes
December 5, 2002

The December 5, 2002 meeting of the Council on Academic Affairs was held at 2:00 p.m. in the Arcola/Tuscola Room.

Members present: Dr. Bock, Dr. Dietz, Mr. Donnelly, Dr. Fewell, Ms. Grenda, Dr. Helsel, Dr. Marlow, Dr. Methven, Dr. Owen, Ms. Sartore, Dr. Tidwell

Members absent: Ms. Samuels

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

Guests present: Dr. Canfield, Dr. Davis, Mr. Kestner, Mr. Larvick, Mr. Myers, Dr. Reid, Dr. Rohn

I. Minutes:

The minutes of November 21, 2002 were approved as written.

II. Communications:

1. Academic Waiver Reports for November 2002 from the College of Arts and Humanities and the Lumpkin College of Business & Applied Sciences. Academic Waiver Reports for November 2002 were distributed during the meeting for the College of Education and Professional Studies and College of Sciences.
2. November 25, 2002 memorandum from Dean Diane Hoadley, Lumpkin College of Business and Applied Sciences, requesting executive action regarding MGT 4320, MGT 4370, FIN 3720, FIN 3750, and FIN 3770.
3. December 3, 2002 memorandum from Dean Mary Anne Hanner, College of Sciences, requesting executive action regarding PSY 3780.

III. Items Added to the Agenda:

1. 02-48, IGP #46, Grades
Please note that the chair has requested that a subcommittee be formed to discuss this policy and to make recommendations to the council. Dr. Marlow, Dr. Tidwell, and Ms. Grenda will serve on this subcommittee.
2. 02-49, ECN 4890, Topics in Labor Economics (new course)
3. 02-50, SOS 3400, Methods and Materials in the Social Studies in the Secondary School (revised course)
4. 02-51, Policies for Awarding Undergraduate Course Credit. A subcommittee was formed to address this item as well. Its members are Dr. Helsel, Dr. Methven, and Dr. Owen.

Dr. Owen moved and Dr. Methven seconded the motion to add these items to the agenda.

IV. Agenda Items Acted On:

1. **02-40R, EDU 4551, Alternative Certification: Foundations to Teaching (new course)**

Mr. Kestner presented the proposal and answered questions of the council. The motion passed with a vote as follows:

Yes: Bock, Dietz, Donnelly, Grenda, Helsel, Marlow, Methven, Owen, Sartore, Tidwell
Abstain: Fewell

This agenda item is approved as revised, effective Summer 2003:

EDU 4551, Alternative Certification: Foundations to Teaching. (4-2-4) SU. ALT CERT FNDNS. This course addresses Illinois Professional Teaching Standards in the social, cultural, historical, and psychological foundations of teaching. The course is part of the academically rigorous, intensive Alternative Certification Program that includes EDU 4552 (Alternative Certification: General Teaching Methods) and EDU 4553 (Alternative Certification: Methods of Teaching in the Discipline). Prerequisites: Must be admitted to the Alternative Certification

Program and have received a “B” or better in EDU 4550 (Alternative Certification: Introduction to Teaching).

2. 02-41R, EDU 4552, Alternative Certification: General Teaching Methods (new course)

Mr. Kestner presented the proposal and answered questions of the council. The motion passed with a vote as follows:

Yes: Bock, Dietz, Donnelly, Grenda, Helsel, Marlow, Methven, Owen, Sartore, Tidwell
Abstain: Fewell

This agenda item is approved as revised, effective Summer 2003:

EDU 4552, Alternative Certification: General Teaching Methods. (8-3-8) SU. ALT CERT GEN MET. This course addresses Illinois Professional Teaching Standards General Methods, including student diversity, language arts/reading, and technology. The course is part of the academically rigorous, intensive Alternative Certification Program that includes EDU 4551 (Alternative Certification: Foundations of Teaching) and EDU 4553 (Alternative Certification: Methods of Teaching in the Discipline). Prerequisites: Must be admitted to the Alternative Certification Program and have received a “B” or better in EDU 4550 (Alternative Certification: Introduction to Teaching).

3. 02-42R, EDU 4553, Alternative Certification: Teaching Methods (new course)

Mr. Kestner presented the proposal and answered questions of the council. The motion passed with a vote as follows:

Yes: Bock, Dietz, Donnelly, Grenda, Helsel, Marlow, Methven, Owen, Sartore, Tidwell
Abstain: Fewell

This agenda item is approved as revised, effective Summer 2003:

EDU 4553, Alternative Certification: Teaching Methods. (3-2-3) SU. ALT CERT METHODS. This course addresses the Illinois Content Standards for the secondary teacher. Methods of teaching in the chosen discipline, philosophies of teaching and learning in the discipline, skills in planning for teaching, and identifying appropriate teaching materials are among the topics covered. The course is part of the academically rigorous, intensive Alternative Certification Program. Specific academic disciplines are addressed by different sections of the course. Prerequisites: Must be admitted to the Alternative Certification Program and have received a “B” or better in EDU 4550 (Alternative Certification: Introduction to Teaching).

4. 02-45R, EDU 4570, Alternative Certification: Candidate Assessment (new course)

Mr. Kestner presented the proposal and answered questions of the council. The motion passed with a vote as follows:

Yes: Bock, Dietz, Donnelly, Grenda, Helsel, Marlow, Methven, Owen, Sartore, Tidwell
Abstain: Fewell

This agenda item is approved as revised, effective Summer 2004:

EDU 4570, Alternative Certification: Candidate Assessment. (Arr-Arr-1) SU. ALT CERT ASSESS. This course is the comprehensive candidate assessment that is the final required component of the academically rigorous, intensive Alternative Certification Program. Prerequisites: Must be admitted to the Alternative Certification Program and have received a “B” or better in EDU 4550 (Alternative Certification: Introduction to Teaching).

5. 02-46, Health Studies Major, Community Health Option (revised program)

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

This agenda item is approved effective Fall 2003.

HEALTH STUDIES

(B.S.)

Community Health Option

Core: Health Studies 2000, 2250, 2270,
 3196, 3199, 3700, 3750, 3765,
 3770, 4250, 4275, Biological
 Sciences 2001G, English 2760.....43 sem. hrs.
 Select 8-9 hours from: Health Studies
 2600, 2900, 3500, 3560, 3910, 4800,
 4810, 4820.....8-9 sem. hrs.
 Concentration I, II, or III.....18 sem. hrs.
 TOTAL.....69-70 sem. hrs.

A suggested four-year plan of study for the B.S. in Health Studies with an option in Community Health 1 follows:

First Year		Second Semester	
<u>First Semester</u>		<u>Second Semester</u>	
Courses	Hours	Courses	Hours
HST 2000	3	ENG 1002G	3
ENG 1001G	3	SPC 1310G	3
GEN ED-Humanities or Fine Arts	3	BIO 2001G	4
GEN ED-Soc/Beh	3	HST 2270	3
GEN ED-Math	3	GEN ED- Humanities or Fine Arts (CD)	3
Total	15	Total	16

Second Year		Second Semester	
<u>First Semester</u>		<u>Second Semester</u>	
Courses	Hours	Courses	Hours
HST 2250	1	HST 3700	3
HST 3196	3	HST 3199	3
PLS1153G/HIS36 00G	3	GEN ED- Humanities or Fine Arts	3
GEN ED-Phy Sci	4	HST Elective	3
ENG 2760	3	Foreign Language or elective/Minor	3-4
Total	14	Total	15-16

Third Year

<u>First Semester</u>		<u>Second Semester</u>	
Courses	Hours	Courses	Hours
HST 3750	3	HST 4250	3
HST 3765	3	HST Elective	3
HST Elective	3	Concentration elective	3
Concentration elective	3	Concentration elective	3
Foreign Language or elective/Minor	3-4	GEN ED-Soc/Beh	3
Total	15-16	Total	15

Fourth Year

<u>First Semester</u>		<u>Second Semester</u>	
Courses	Hours	Courses	Hours
HST 3770	3	HST 4275	8
Concentration elective	3	Senior Seminar ²	3
Concentration elective	3		
Concentration elective	3		
Elective/Minor	3		
Elective/Minor	3		
Total	18	Total	11

6. 02-47, Math 3420, Teaching Mathematics in Grades PreK-6 (new course)

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

This agenda item is approved effective Fall 2004. Please note that this course replaces MAT 3520.

3420 MAT. Teaching Mathematics in Grades PreK-6. (2-2-2) F,S. MATH METHODS P-6. The study of curriculum, methods, and materials for teaching mathematics in grades Pre-K through 6. Restricted to students in the early childhood, elementary, or special education curriculum. Prerequisites: MAT 1420 with a C or better, and MAT 2420G with a C or better.

V. Chair's Report

Dr. Marlow commented on the Faculty Senate's discussion of the Electronic Writing Portfolio rubric. While noting that responsibility for this issue resides with the Writing Across the Curriculum Committee and the Committee for the Assessment of Student Learning, the chair indicated that CAA could discuss the rubric if members wished to do so.

The meeting adjourned at 2:50 p.m. Submitted by Julie McDivitt, Recording Secretary

All Council Minutes and Agenda are available on the Web at <http://www.eiu.edu/~eiucaa/>. In addition, an electronic course library is available at <http://www.eiu.edu/acaaffair/elibrary.htm>.

ANNOUNCEMENT OF NEXT MEETING

**December 12, 2002
Martinsville Room @ 2:00 p.m.**

Agenda

- 02-32, Renumber GEL/INT 3300G to GEL/INT 2300G. (pending)
- 02-48, IGP #46, Grades (pending)
- 02-49, ECN 4890, Topics in Labor Economics (new course)
- 02-50, SOS 3400, Methods and Materials in the Social Studies in the Secondary School (revised course)
- 02-51, Policies for Awarding Undergraduate Course Credit (pending)

Approved Executive Actions

AH

Effective Fall 2002

Correct effective date for SPC 3200, writing intensive, from Fall 2003 to Fall 2002.

COS

Effective Fall 2003

Change course descriptions as follows:

BIO 4275, Replace “Required for Environmental Biology option” with “Open only to students in Environmental Biology option”

Change concentrations as follows:

Biological Sciences concentrations, Biology concentration: Add BIO 4275 as an excluded course, so the catalog will read “*Course work in the following areas:* BIO 3510 or BIO 3520 and 26 sh of course work in the Biological Sciences (with the exception of BIO 3400, 4275, workshops, and courses designed for General Education except BIO 3002G) or Mathematics or Physical Sciences courses above 2000 (with the exception of general education and CHM 2310). A minimum of 20 sh must be taken in the Biological Sciences.

Biological Sciences major (B.S.), Botanical Sciences concentration: Add the following phrase to the end of the list of concentration requirements: “Excluding BIO 4275;”, so the catalog will read “*Course work in the following areas:* BIO 3300, BIO 3510, BIO 3610, BIO 3612, BIO 3614, BIO 4948 and 10 sh of course work from the following: BIO 2320, 2322, 3312, 3322, 3450, 3451, 4400, 4800, 4810, 4892, 4940, 4942, 4944, 4946, 4960, 4962. Excluding BIO 4275”

Biological Sciences major (B.S.), Ecology and Systematics concentration: Add the following phrase to the end of the list of concentration requirements: “Excluding BIO 4275”, so the catalog will read “*Course work in the following areas:* BIO 3510 or BIO 3520 and 26 sh of course work from the following: BIO 3300, 3322, 3450, 3415, 3700, 3720, 3810, 3950, 3952, 4400, 4800, 4810, 4812, 4814, 4816, 4818, 4832, 4940, 4942, 4944, 4946, 4948, 4950, 4952, 4954, 4956. Excluding BIO 4275.”

Biological Sciences major (B.S.), Ecology and Systematics concentration: Add the following phrase to the end of the list of concentration requirements: “Excluding BIO 4275”, so the catalog will read “*Course work in the following areas:* CHM 3300 or 3450, BIO 3100, BIO 3101, BIO 3300, BIO 3510² or BIO 3520², BIO 2200³ or BIO 3614³ or BIO 3620³ or BIO 3622³ and 11 sh of course work from the following: BIO 2200, 3210, 3450, 3451, 3510, 3520, 3614, 3620, 3622, 3624, 4400, 4751, 4800, 4820, 4830, 4832, 4834, 4836, CHM 3455, 3460, 4790, 4860. Excluding BIO 4275.”

Change prerequisite for BIO 4984 as follows: BIO 1200G, 1300G, 3200, and senior-level standing.

Change Admission requirements for Economics major (B.A.) as follows:

Admission to the program requires a 2.25 GPA in Economics course work with a least six semester hours of Economics earned.

Delete courses from the curriculum as follows:

ECN 4594 and ECN 4596

LCBAS

Effective Spring 2003

Designate the following course as writing intensive:

FIN 4820, International Finance

Effective Fall 2003

Change the following course requirement:

From: SOC 2750G in the Dietetics Option

To: SOC 2710G or SOC 2750G

Change the following prerequisite for FCS 4300:

From: No prerequisites

To: FCS 3300

Change the following Academic Program Requirement Description:

Areas of Concentration within the Option in Family and Consumer Sciences in Business.

From: Students in the FCS in Business option select an area of concentration consisting of courses taken in addition to the General Education requirement and Major Requirements. Each of the three areas of concentration is planned to supplement the student's professional goals and must be completed in consultation with the student's advisor. The area of concentration requirement and opportunities for choices are as follows:

To: Students in the FCS in Business Option select one of three concentrations: Consumer Affairs, Hospitality Management, or Merchandising. The FCS in Business Option includes the business administration minor courses. The area of concentration requirements follow:

Pending Executive Actions

LCBAS

Effective Fall 2003

Change prerequisites as follows:

Current:

MGT 4320—Small Business and Entrepreneurship Study of small business management and entrepreneurship. Topics include role of small business, knowledge needed to start a business, and the business plan. *Prerequisites:* BUS 3010, 3470, and 3710

Proposed:

MGT 4320—Small Business and Entrepreneurship Study of small business management and entrepreneurship. Topics include role of small business, knowledge needed to start a business, and the business plan. *Prerequisites:* BUS 3710 or FIN 2710, BUS 3010, and 3470.

Current:

MGT 4370—Compensation Management A comprehensive analysis of the compensation management processes and practices in organizations. *Prerequisites:* BUS 3010 and MGT 3450.

Proposed:

MGT 4370—Compensation Management A comprehensive analysis of the compensation management processes and practices in organizations. *Prerequisites:* BUS 3010, MGT 3450, and admission to the School of Business or permission of the Associate Chair.

Current:

FIN 3720—Investments The study of investment theories and practices for implementing investment goals in relation to risk-return tradeoffs. *Prerequisites:* BUS 3710 with a C or better, BUS 2810, and admission to the School of Business or to a minor offered by the School of Business, or permission of the Associate Chair

Proposed:

FIN 3720—Investments The study of investment theories and practices for implementing investment goals in relation to risk-return tradeoffs. *Prerequisites:* BUS 3710 with a C or better or FIN 2710 with a C or better, BUS 2810, and admission to the School of Business or to a minor offered by the School of Business, or permission of the Associate Chair

Current:

FIN 3750—Management of Financial Institutions The management, organizational structure, regulatory environment, and risks of financial institutions. *Prerequisites:* BUS 3710 with a C or better, and admission to the School of Business or to a minor offered by the School of Business, or permission of the Associate Chair

Proposed:

FIN 3750—Management of Financial Institutions The management, organizational structure, regulatory environment, and risks of financial institutions. *Prerequisites:* BUS 3710 with a C or better or FIN 2710 with a C or better, and admission to the School of Business or to a minor offered by the School of Business, or permission of the Associate Chair

Current:

FIN 3770—Working Capital Management The management of the short-term assets and liabilities of a business. Includes financial forecasting, banking and bank relationships, short-term sources and uses of funds. *Prerequisites:* BUS 3710 with a C, and admission to the School of Business or to a minor offered by the School of Business, or permission of the Associate Chair

Proposed:

FIN 3770—Working Capital Management The management of the short-term assets and liabilities of a business. Includes financial forecasting, banking and bank relationships, short-term sources and uses of funds. *Prerequisites:* BUS 3710 with a C or better or FIN 2710 with a C or better, and admission to the School of Business or to a minor offered by the School of Business, or permission of the Associate Chair

COS

Effective Fall 2003

Change course title and course description for PSY 3780:

Course Title:

From “Abnormal Behavior”

To “Abnormal Psychology”(short title: ABNORMAL PSY)

Course Description:

From: “A study of the etiology, diagnosis, and treatment of neuroses, psychoses and various emotional and behavioral disorders. Prerequisites: PSY 1879G **PSY 905**”

To: “A study of the etiology, diagnosis, and treatment of psychological and associated disorders. Topics will include theoretical and empirical perspectives on abnormality, assessment of mental illness, and various diagnostic categories including anxiety disorders, mood disorders, and schizophrenia. Prerequisite: PSY 1879G **PSY 905**”.