

1999

September 23, 1999

Council on Academic Affairs

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The September 23, 1999, meeting of the Council on Academic Affairs was held at 2:00 p.m. in the Arcola/Tuscola Room.

Members present: Dr. Abebe, Dr. Addison, Dr. Bock, Mr. Brinkmeyer, Dr. Cosbey, Mr. Davenport, Dr. T. Mason, Dr. Methven, Dr. Obia, Dr. Owen, Ms. Riley, Dr. Shonk, Dr. Wohlstein.
 Staff present: Mrs. Rawlings, Academic Affairs.
 Staff absent: Ms. Herrington-Perry, Academic Affairs.
 Guests Present: G. Aylesworth, M. Brown, S. Canfield, L. Curry, P. Church, L. Comerford, M. Deming, J. Emmett, F. Hohengarten, B. Irwin, Dean T. Ivarie, Dean J. Johnson, E. Karbassioon, M. Kelm, D. Kidwell, B. Kuykendall, M. May, F. McCormick, M. Mueller, B. Poole, D. Ringuette, M. Redden, B. Russell, A. Samuels, A. Shelton, President C. Surles, C. Tozer, C. Waldrep, Dean L. Wall, R. Wandling, T. Woodall, B. Young, T. Zuber.

I. Minutes.

The Minutes of September 16, 1999, were approved as published.

II. Correspondence.

1. Academic Waiver Report from the College of Arts and Humanities for August 1999.
2. Email from Ms. Courtney McDermott asking to be placed on the CAA agenda to talk briefly about a proposed free newspaper program, 9/20/99.
3. Email from Ms. Mary Herrington-Perry, informing the CAA that higher education institutions are not required to compel students to complete a constitution course or exam, except the teacher education programs.
4. Email from Dr. Herbert Lasky requesting that the CAA appoint Dr. Gary Aylesworth to serve on the Honors Council as Dr. Les Hyder's replacement, 8/22/99. Dr. Obia moved and Dr. Bock seconded the motion to appoint Dr. Gary Aylesworth to the Honors Council. Motion passed unanimously.

III. Changes in the Incomplete Policy, 99-39.

Dean Johnson and Dean Ivarie presented the proposal and answered questions of the Council. The motion passed with a vote as follows:

Yes: Addison, Bock, Cosbey, T. Mason, Methven, Obia, Owen, Shonk, Wohlstein.
 No: Davenport, Riley.

This action approves the following is to become effective immediately:

Policy on Incomplete Grades

If illness or emergency prevents a student from finishing a course, the student may request an incomplete from the instructor. Students who receive the mark of Incomplete must consult the instructor as soon as possible to make arrangements for completion of the course requirements. An incomplete must be completed no later than the last day of the subsequent term (FA, SP or SU). If the work is not made up when due, the mark of "I" will revert to the alternate grade that the instructor has assigned. Both the "I" and the alternate grade the Records office is authorized to enter on the student's record are to be reported at the time the "I" is assigned.

An "I" indicates the student has completed a major portion of the course work in a satisfactory manner, but a portion of the course requirements remains to be completed when the illness or emergency occurred. The students must complete the work so that the instructor of the course may report the final mark at the earliest possible time but no later than three days prior to the closing date of the subsequent academic term (FA, SP or SU). In the event the instructor of record is not available, the chairperson is responsible for establishing the grade.

Add the following:

Under extenuating circumstances a waiver may be used to extend the deadline for removal/change of an Incomplete ("I") grade by one semester when approved by the department chairperson with the consent of the instructor. Requests for extensions beyond one semester may be granted only by action of Undergraduate Academic Waiver Appeal Committee (AWAC).

IV. Review of General Education, 98-59.

The Council discussed the mission statement. Much discussion occurred regarding the terms "mindful scholarship" and "global citizenship."

Mr. Brinkmeyer entered during the meeting during discussion of this item.

The meeting adjourned at 3:45 p.m.

Billie Rawlings, Recording Secretary.

All Council Minutes and Agenda are available on the Web at <http://www.eiu.edu/~eiucaa>.

ANNOUNCEMENT OF NEXT MEETING

September 30, 1999 at 2 p.m.

Arcola/Tuscola Room of the MLK Union

Agenda: 98-59 Review of General Education - Humanities and Fine Arts/Social and Behavioral Sciences segments