
Agenda for the November 1, 2007 CAA Meeting

Items approved: 07-62A, Electronic Writing Portfolio Addendum
07-75, NUR 3103, Theoretical Foundations of Professional Nursing Practice (Revised Course)
07-76, NUR 3303, Advanced Nursing Health Assessment (Revised Course)
07-77, NUR 4106, Leadership and Management in Nursing (Revised Course)
07-78, NUR 4203, Nursing, Health Care, Policies, and Politics (Revised Course)

Items Pending: 07-56, Mid-Term Grade Submission (Revised Policy)
07-61, Music Minor (Revised Minor)
07-63, Honors Council Appointments
07-64, JOU 3002, Introduction to Multimedia Journalism (New Course)
07-65, JOU 3300, Publication Design (New Course)
07-66, JOU 3703, Online Journalism (New Course)
07-67, JOU 3955, Reporting on the Arts (New Course)
07-68, JOU 4001, Media Management in the 21st Century (Revised Course)
07-69, Journalism (Revised Program)
07-71, Theatre Arts (Revised Program)
07-72, Philosophy (Revised Program)
07-73, SOC 3420, Sociology of Popular Culture (New Course)
07-74, SOC 4720, Sociology of Social Movements (New Course)
07-79, EIU 4115G, Pop Culture Economics (New Course)

Council on Academic Affairs

Minutes

November 1, 2007

The November 1, 2007 meeting on Council on Academic Affairs was held at 2:05 p.m. in Room 4440 Booth Library.

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

Members Absent: Mr. Hausner and Dr. Shank.

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

Guests Present: Dr. Borzi, Communication Studies; Dr. Coit, History and Faculty Senate; Ms. Cuadrado, *The Daily Eastern News*; Dr. Fischer, Biological Sciences; Mr. Hild, Art; Dr. Hopgood, Academic Assessment & Testing; Dean Johnson, College of Arts & Humanities; Associate Dean Lynch, College of Arts & Humanities; Dr. Markelis, Writing Center and WAC; Ms. Merten, Nursing; Dr. Dianne Nelson, Nursing; Dr. Sanders, Center for Academic Support & Achievement and CASL; Dr. Snyder, Family & Consumer Sciences; and Dr. Throneburg; Communication Disorders & Sciences and CASL.

I. Approval of the October 25, 2007 CAA Meeting Minutes.

The minutes of October 25, 2007 were approved as written.

II. Communications:

1. October 25, 2007 email from Associate Dean Lynch, CAH, requesting executive action to change the prerequisites for every 4000-level Communication Studies course, eliminate CMN 4749, and revise the Communication Studies catalog text.

The following item was submitted to CAA after the agenda was posted. It was not discussed at this point in the meeting. However, it was mentioned later in the meeting during the discussion of agenda item 07-62A, Electronic Writing Portfolio Addendum.

2. October 30, 2007 email from Dr. Fern Kory, English, with attached letter from several English faculty members regarding the proposed revisions to the Electronic Writing Portfolio (**See Attachment A.**)

III. Committee Reports:

1. Dr. Roszkowski explained that there currently is a moratorium on senior seminars. The Senior Seminar Review Subcommittee will meet this semester once the Electronic Writing Portfolio proposal is acted upon by CAA. The group should have something to bring to CAA near the end of this semester or at the beginning of the Spring 2008 semester. Meanwhile, there is a senior seminar proposal on the CAA agenda. It is agenda item 07-79, EIU 4115G, Pop Culture Economics. Dr. Roszkowski indicated that at the next CAA meeting she will ask the council members to discuss what do with that agenda item.
2. Dr. Stowell reported on the Academic Technology Advisory Committee (ATAC).

IV. Items Added to the Agenda:

None.

The agenda order was revised.

V. Items Acted Upon:

1. **07-75, NUR 3103, Theoretical Foundations of Professional Nursing Practice (Revised Course)**
Dr. Nelson and Ms. Merten presented the proposal and answered questions of the council.

Dr. Hyder arrived at 2:12 p.m.

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

The proposal was approved, effective Fall 2008.

NUR 3103. Theoretical Foundations of Professional Nursing Practice. (3-0-3) On Demand. Professional Nursing Practice. An overview of the development, structure, and function of professional nursing practice is provided. Role transition and professional socialization are enhanced through analysis of nursing conceptual foundations. Critical thinking, inquiry, information literacy and communication are emphasized. Prerequisite: Admission to the Nursing Program. Course may not be repeated. WI

2. **07-76, NUR 3303, Advanced Nursing Health Assessment (Revised Course)**
Dr. Nelson and Ms. Merten presented the proposal and answered questions of the council.

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

The proposal was approved, effective Fall 2008.

NUR 3303. Advanced Nursing Health Assessment. (2-2-3) F. Advanced Nursing Assessment. Students build upon basic assessment skills to perform comprehensive nursing health assessment of individuals. History taking, including risk assessment, as well as physical and psychosocial assessment will be practiced. The development of sound clinical judgments based on accurate assessments will be applied. Prerequisite: Prior or concurrent enrollment in NUR 3103. Restriction: Students must be accepted into the RN to BS in Nursing Program. Course may not be repeated. WA

3. 07-77, NUR 4106, Leadership and Management in Nursing (Revised Course)

Dr. Nelson and Ms. Merten presented the proposal and answered questions of the council.

Dr. Stowell moved and Dr. Hendrickson seconded the motion to approve the proposal. The motion passed unanimously.

The proposal was approved, effective Fall 2008.

NUR 4106. Leadership and Management in Nursing. (3-6-6) F. Leadership & Management. This course focuses on theories and concepts related to management and leadership in nursing practice. Strategies for managing quality of care, safety and outcome issues, caseloads of patients, professional and support personnel, data analysis, finance and budgeting, and collaboration are addressed. Prerequisite: Prior or concurrent enrollment in NUR 3103. Restriction: Students must be accepted into the RN to BS in nursing program. Course may not be repeated. WA

4. 07-78, NUR 4203, Nursing, Health Care, Policies, and Politics (Revised Course)

Dr. Nelson and Ms. Merten presented the proposal and answered questions of the council.

Dr. Stowell moved and Dr. Hendrickson seconded the motion to approve the proposal. The motion passed unanimously.

The proposal was approved, effective Fall 2008.

NUR 4203. Nursing, Health Care, Policies, and Politics. (3-0-3) F. Nursing and Health Care. A systematic overview of the structure and function of the American health care system is offered. The historical development, emerging directions, issues, and major forces influencing the health care system are discussed. The role of professional nursing in health care organizations, planning, and policy formation is explored. Prerequisite: Prior or concurrent enrollment in NUR 3103. Restriction: Students must be accepted into the RN to BS nursing program. Course may not be repeated. WA

5. 07-62, Electronic Writing Portfolio (Proposed Changes); 07-62A, Addendum; and Proposed Amendments to the Addendum

First the council members discussed the proposed amendments to the addendum. During the discussion, Dr. Sanders and Dr. Throneburg answered questions from council members and visitors regarding the impact the proposed amendments to the addendum would have if they were approved.

Ms. Dilworth moved and Dr. Stowell seconded the motion to approve the proposed amendment to the addendum.

The motion failed unanimously.

Next, the council discussed agenda item 07-62A, Electronic Writing Portfolio Addendum. During the discussion Dr. Sanders and Dr. Throneburg answered questions from council members and visitors. The council members requested revisions to the addendum.

Dr. Bower left at 3:40 p.m.

Ms. Dilworth moved and Dr. Dietz seconded the motion to approve the proposal. The motion passed with the following votes.

Yes: Dietz, Dilworth, Hendrickson, Kostelich, Reid, Roszkowski, Stowell, and Wyatt
No: Hyder
Abstain: None

The proposal, with revisions, (**See Attachment B**) was approved, effective Fall 2008.

VI. Pending:

1. 07-56, Mid-Term Grade Submission (Revised Policy)
2. 07-61, Music Minor (Revised Minor)
3. 07-63, Honors Council Appointments
4. 07-64, JOU 3002, Introduction to Multimedia Journalism (New Course)
5. 07-65, JOU 3300, Publication Design (New Course)
6. 07-66, JOU 3703, Online Journalism (New Course)
7. 07-67, JOU 3955, Reporting on the Arts (New Course)
8. 07-68, JOU 4001, Media Management in the 21st Century (Revised Course)
9. 07-69, Journalism (Revised Program)
10. 07-71, Theatre Arts (Revised Program)
11. 07-72, Philosophy (Revised Program)
12. 07-73, SOC 3420, Sociology of Popular Culture (New Course)
13. 07-74, SOC 4720, Sociology of Social Movements (New Course)
14. 07-79, EIU 4115G, Pop Culture Economics (New Course)

The next meeting will be held Thursday, November 8, 2007.

The meeting adjourned at 3:45 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/>.

***** ANNOUNCEMENT OF NEXT MEETING *****
 November 8, 2007
 Conference Room 4440 – Booth Library @ 2:00 p.m.

Agenda:

1. 07-64, JOU 3002, Introduction to Multimedia Journalism (New Course)
2. 07-65, JOU 3300, Publication Design (New Course)
3. 07-66, JOU 3703, Online Journalism (New Course)
4. 07-67, JOU 3955, Reporting on the Arts (New Course)
5. 07-68, JOU 4001, Media Management in the 21st Century (Revised Course)
6. 07-69, Journalism (Revised Program)
7. 07-71, Theatre Arts (Revised Program)
8. 07-72, Philosophy (Revised Program)
9. 07-73, SOC 3420, Sociology of Popular Culture (New Course)
10. 07-74, SOC 4720, Sociology of Social Movements (New Course)

Pending:

1. 07-56, Mid-Term Grade Submission (Revised Policy)
2. 07-61, Music Minor (Revised Minor)
3. 07-63, Honors Council Appointments
4. 07-79, EIU 4115G, Pop Culture Economics (New Course)

Approved Executive Actions:**BAS****Effective Fall 2008**

1. COS 4820 – Revise the course title.

4820 COS. Sociotechnical Design. Change Strategies in Organizations. (3-0-3) F. A study, from the worker's perspective, of how technology affects social processes in occupational environments; human resource development; ~~sociotechnical and~~ open system theories; diagnosing occupational systems; change strategies; and the worker's adaptation of occupational settings to changing environmental demands. Prerequisite: Three semester hours in psychology, sociology or management, or permission of the program coordinator. WI

2. COS 4870 – Modify the course title.

4870 COS. ~~Developing Critical Thinking in the Workplace.~~ Coaching and Mentoring for Critical Thinking in the Workplace (3-0-3) People in the workplace are increasingly expected to think critically about their work rather than simply follow a supervisor's instructions. Participants will explore and apply principles **coaching and mentoring for** of critical thinking to the workplace, classroom, and training room. WI

Pending Executive Actions:

CAH

Effective Fall 2008

1. Add "completion of CMN 2010, 2020, 2030, 2040 with a grade of "C" or better" as a prerequisite to every 4000-level CMN course.

4000 CMN Independent Study. (Arr.-Arr.-3) On Demand. Consideration of special problems in communication and communication education. Student presents individual study plan for researching history, theory, and/or practice of oral communication. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C"**, permission of the chair and 2.75 grade-point average. Only six hours of credit can be counted in any combination of CMN 4000, 4275 and 4375 for a single option.

4030 CMN Seminar. (3-0-3) On Demand. Seminar in topics which are not covered in the course offerings of the Department of Communication Studies. More than one section in more than one topic possible each semester. May be repeated when topics vary, with up to six hours applied toward the major. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C" and** permission of the chair or instructor.

4275 CMN Internship. (Arr.-Arr.-1-12) On Demand. (Credit/No Credit) On-the-job experience in a firm or organization approved by the department. To be taken Credit/No Credit, but not to count against the maximum of 12 semester hours in Credit/No Credit option. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C"**, 12 hours of CMN courses, permission of internship director, acceptance by firm, and a cumulative 2.75 G.P.A., or 3.0 within the major. Only six hours of credit can be counted in any combination of CMN 4000, 4275 and 4375 for a single option.

4375 CMN Practicum. (Arr.-Arr.-1-3) On Demand. (Credit/No Credit) Students apply communication skills in a leadership and supervisory role. May be repeated for a total of up to 3 semester hours credit with a minimum of 40 contact hours for each semester hour of credit. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C"**, 12 hours of CMN courses, permission of instructor, permission of chair, 2.75 cumulative G.P.A. or cumulative 3.0 SPC G.P.A. Only six hours of credit can be counted in any combination of CMN 4000, 4275 and 4375 for a single option.

4420 CMN Mass Media Advertising-Sales. (3-0-3) On Demand. A study of theory, ethics, and legal implications of mass media advertising to include analysis of marketing problems and the role of advertising in their solution. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C", and** CMN 2520 and 2650 or permission of Instructor.

4444 CMN Honors Independent Study. (3-6) On Demand. Consideration of special topics in speech communication. Student presents a prospectus for researching history, theory, and/or practice of oral communications. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C"**, admission to the Departmental Honors Program and permission of Honors Coordinator.

4500 CMN Topics in Electronic Media Production. (2-2-3) On Demand. A detailed examination of specific theories and practices related to electronic media production. Specific topics will vary according to student demand, availability, and interest of faculty. May be repeated with a change in course content. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C", and** CMN 2525 and CMN 3520 or CMN 3540 or permission of instructor.

4540 CMN Advanced Video Production. (1-4-3) On Demand. This course deals with the principles of preproduction planning, scripting, lighting, and audio and video mixing for studio and remote television productions as unified by the television director. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C", and** CMN 3540 or permission of instructor.

4555 CMN Honors Research. (3-6) On Demand. In consultation with a faculty member, the student designs, executes, and writes the results of an original piece of research. Any methodology may be utilized. Prerequisite: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C",** admission to the Departmental Honors Program and permission of Honors Coordinator.

4644 CMN Honors Thesis. (3) On Demand. Intensive research in preparation of a thesis on a topic in speech communication approved by a faculty supervisor and the Department Honors Coordinator. May not be repeated. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C",** admission to the Departmental Honors Program and permission of Honors Coordinator.

4650 CMN Simulation in Organizational Communication. (3-0-3) On Demand. Simulation in Organizational Communication offers students the unique opportunity to participate actively in their learning with a corporate simulation designed especially for communication students. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C", and** CMN 2650 and 3650 or permission of instructor.

4651 CMN Communication Training: Theory and Practice. (3-0-3) On Demand. An examination of how communication theories are used in the training environment. Emphasis is placed on the principles related to design, content, and delivery of programs that result in communication knowledge and skill development. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C", and** CMN 2030, 2650, 3470 and 3650 or permission of instructor.

4666 CMN Honors Seminar. (Arr.-Arr.-3-6) On Demand. Areas of investigation which require integration of speech communication concepts and research will be treated, e.g., effects of mass communication, criticism of speakers or media, evaluation of communication techniques. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C",** Admission to the Departmental Honors Program and permission of Honors Coordinator.

4700 CMN Rhetoric, Identity and Social Responsibility. (3-0-3) On Demand. The public exchange of ideas is an important and contested element of civic life. This class will offer an historical survey of scholars, writers and citizens who have theorized about the rhetorical process. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C",** CMN 2040, **and** CMN 3100. WI

4740 CMN Theories of Human Communication. (3-0-3) On Demand. An examination of contemporary theories and models. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C".**

4750 CMN Contemporary Approaches to Mass Communication. (3-0-3) On Demand. Survey of legal procedures of broadcast law, a survey of audience analysis, the structure of mass communications audiences, propaganda, communication networks, social and self-regulation of the media, and current research. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C", and** CMN 2520 or graduate standing or permission of instructor.

4765 CMN Communication in Families. (3-0-3) On Demand. An examination of communicative structure, function, and process among family members. The family system as a whole and major sub-systems (parent-child, siblings, spouses) are explored. Emphasis is on the role of communication in the construction, maintenance, and change of family relationships throughout the family lifecycle. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C".**

4700 CMN Rhetoric, Identity and Social Responsibility. (3-0-3) On Demand. The public exchange of ideas is an important and contested element of civic life. This class will offer an historical survey of scholars, writers and citizens who have theorized about the rhetorical process. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C",** CMN 2040, **and** CMN 3100. WI

4770 CMN Television Criticism. (3-0-3) On Demand. Students use rhetorical, economic, and aesthetic approaches to analyze and evaluate television. Lecture, discussions, selected viewings, intensive writing and examinations. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C".** WI

4780 CMN Communication and Culture. (3-0-3) On Demand. This course provides an overview of key theories, concepts, and approaches to the study of communication and culture as practiced in communication. It covers the history of the academic study of communication and culture, the application of critical methods, cultural studies and communication, and the study of social relations, power and communication. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C", and** CMN 3200 or CMN 3270 or CMN 3560 or graduate standing. WI

4800 CMN Voices of Democracy. (3-0-3) On Demand. Study of competing points of view on a series of critical issues of the Twentieth Century. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C".** WI

4820 CMN Political Communication. (3-0-3) On Demand. This course examines the interactive role between public communication and politics. Students will study how communication is involved in the various aspects of campaigning for and fulfilling the duties of public office. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C".**

4850 CMN Topics in Computer Mediated Communication. (3-0-3) On Demand. A detailed examination of specific theories and practices related to communication technology. Specific topics will vary according to student demand, availability, and interest of faculty. May be repeated with a change in course content. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C" and** CMN 2030, 3750 and 3752 or permission of instructor.

4910 CMN Applied Health Communication. (3-0-3) S. An examination of applied health communication in the interpersonal, organizational, and mediated contexts. Emphasis is on higher order application of skills from different occupational perspectives. Cross-listed with HST 4910. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C", and** CMN/HST 3910 or permission of instructor.

4919 CMN Public Relations Techniques. (3-0-3) On Demand. Effective techniques of a public relations program including basic concepts and principles of the public relations profession, the roles and functions, planning, managing, and executing campaigns. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C"**, CMN 3100, 3960, and senior standing. Credit will not be given for both CMN 4919 and JOU 4919.

4920 CMN Case Studies in Public Relations Problems. (3-0-3) On Demand. Public relations case problems in industry, business, labor, education, government, social welfare and trade associations; the application of public relations techniques. Prerequisites: **Completion of CMN 2010, 2020, 2030, 2040 with a grade of "C", and** CMN 4919 or permission of instructor. Credit will not be given for both CMN 4920 and JOU 4920

2. Eliminate CMN 4749.

~~**4749 CMN Senior Portfolio. (Arr.-Arr.-0) Audit Only. On demand.** Students demonstrate competency in the major through submission of a senior portfolio. Portfolio requirements and submission time line are available from the department office. Prerequisite: Senior Standing.~~

3. Delete a portion of the first sentence of paragraph 2 in the Communication Studies catalog text.

COMMUNICATION STUDIES

The Department of Communication Studies is a community of students and faculty interested in exploring the complex and dynamic nature of communication in multiple contexts. Students develop critical thinking skills, a sense of social and ethical responsibility, the ability to develop effective message strategies, and the ability to successfully live within complex social environments.

Graduation from the program requires a grade of C or better in each of the department's four core classes (CMN 2010, 2020, 2030, 2040) ~~and submission of a student portfolio.~~ The major GPA is calculated on all courses listed as appropriate for meeting major requirements. CMN1310G, CMN1390G or any transferable equivalent cannot be used as an elective in the major.

Attachment A

From: Fern Kory [fkory@eiu.edu]
Sent: Tuesday, October 30, 2007 4:05 PM
To: Roszkowski, Christie; jcdietz@eiu.edu; Fopay, Janet
Cc: Fern Kory
Subject: EWP Letter

Dear Dr. Roszkowski, Dr. Dietz and members of CAA,

The attached letter regarding the proposed changes to the Electronic Writing Portfolio comes to you from ten English department faculty with significant training and experience in composition studies and Writing Across the Curriculum. This letter is being sent to CAA, CASL, Faculty Senate and Provost Lord. We have appreciated your willingness to listen to individual faculty, but felt that it was also important for us to speak as a unified group of specialists. (A hard copy of this letter, with signatures, will be put in campus mail tomorrow, but the electronic version is faster and easier to distribute so we're sending that along now.)

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Fern Kory
Professor of English
Eastern Illinois University

5 November 2007

Dear Members of CAA:

This message is from English faculty with academic training in composition studies who have held professional positions related to Writing Across the Curriculum (WAC) programs at EIU and elsewhere. We have commented individually about the proposed changes to the Electronic Writing Portfolio on various surveys and before Faculty Senate and CAA, but want to be sure that the unanimity of our position—as specialists—is clear.

While we appreciate the attempts made by CASL and other groups to gather information from faculty and students about their perceptions of the EWP, we oppose the changes proposed in response to these comments, comments that tell us a lot about the ways in which the purpose of the EWP is (mis)understood, and very little about how the process might be improved, beyond the clear and reasonable call for an electronic submission system. We understand that the present system is not working as intended, and that faculty and student buy-in is extremely low. But it is our professional opinion that there are fundamental problems with the proposed changes, which replace a coherent program—in which students have clearly defined and discipline-specific opportunities to work on their writing—with an unclearly defined program of out-of-classroom late-game remediation. We believe that these changes undermine the integrity of the Writing Across the Curriculum program at EIU in significant ways, and that students would ultimately suffer the consequences of our systemic failure. EIU faculty pride themselves on their productive relationships with individual students; these changes do not reflect this positive defining attribute of our campus culture.

Key aspects of this proposal are too un-defined for us to comment on productively, and other stakeholders have commented on the significant practical issues associated with advising and administration of the components that are described. So we will focus on some specific features of the proposal that we object to as out of step with best practices in our field and as understood within the Writing Across the Curriculum and Composition Assessment communities nationally.

These are the elements we object to:

- The focus on evaluation of students vs. assessment of the effectiveness of the system in which they learn to write
- The lack of rhetorical contexts for upper-level assessment
- The focus on remediation vs. contextualized instruction
- The de-emphasis of the central role of “writing intensive” courses, in which students are guaranteed opportunities to revise written work in light of comments from their instructor
- The willingness to allow students to submit work to the EWP that is not “minimally competent” and to graduate students who do not meet that standard
- The addition of negative consequences for students who are judged by instructors to be in need of help
- The use of “a writing test” (an inauthentic measure however it is finally defined) to funnel any students in to a remediation process or to determine that they do not require additional instruction
- The setting in which remediation would take place, which has been defined in negative terms only, as outside of the classroom, and not until the junior or senior year
- The lack of an up-front definition of the methods and desired outcomes of this extra-curricular remediation
- The lack of attention to the need for clearly identified sources of adequate funding for as-yet-determined methods of remediation

We would be happy to expand on or clarify these points. [signatures on next page]

Daiva Markelis

Director of Writing Across the Curriculum and
Director of the Writing Center

Fern Kory

Assistant Director of the Writing Center

Chris Wixson

Director of Composition

Randy Beebe

Director of Undergraduate Studies
Former Director of Composition

Linda Coleman

Former Director of Writing Across the
Curriculum and the Writing Center
Former Director of Composition

Donna Binns

Director of English Education

Robin Murray

Former Director of Writing Across the
Curriculum and the Writing Center
Former Director of Composition

Olga Abella

Former Asst. Director of the Writing Center

Tim Taylor

Former Assistant Chair of English
(Writing Program Administrator) and
recognized "Pioneer in Writing Intensive
Course Development" at St. Louis Community
College at Meramec

Terri Fredrick

Coordinator, Professional Writing Program

Attachment B

Addendum

Electronic Writing Portfolio

Current Catalog Copy	Proposed Changes
<p>Requirements for the Bachelor's Degree: Official course requirements for baccalaureate degrees are given in Section VIII. To achieve a baccalaureate degree, the student must:</p> <ol style="list-style-type: none"> 8. Earn a "C" or better in English 1001G, English 1002G, and Communication Studies 1310G or in accepted substitutions. 9. Successfully complete the Electronic Writing Portfolio⁴. <p>⁴ The first essay/document will come from ENG 1001G, ENG 1002G, ENG 1091G, or ENG 1092G (generally completed before the student has earned 30 hours); the second essay/document will come from a writing-centered or writing-intensive course at the 1000, 2000 or 3000 level (generally completed when the student has earned between 30 and 59 hours); the third essay/document will come from an upper-division, writing-centered or writing-intensive course at the 3000 or 4000 level (generally completed when the student has earned between 60 and 89 hours); the fourth essay/document will come from the Senior Seminar (generally completed after the student has earned 90 hours). Further information about the Electronic Writing Portfolio is available at www.eiu.edu/~assess. p. 13 of the 2007-2008 Undergraduate catalog</p>	<p>Requirements for the Bachelor's Degree: Official course requirements for baccalaureate degrees are given in Section VIII. To achieve a baccalaureate degree, the student must:</p> <ol style="list-style-type: none"> 8. Earn a "C" or better in English 1001G, English 1002G, and Communication Studies 1310G or in accepted substitutions. 9. Successfully complete the Electronic Writing Portfolio. <p>Three submissions are required for the portfolio. Submissions may come from any writing-centered or writing-intensive course, or from any other course for which students complete an appropriate writing assignment.* Only one submission is allowed from any one course. Students must deposit the first two submissions by the time they earn 60 credit hours; if they fail to do so, a registration hold will be placed at 75 credit hours. Students must deposit their final submission by the time they earn 105 credit hours. Transfer students who enter with more than 30 hours may request additional time to submit work to the portfolio.</p> <p>Students whose first two submissions do not demonstrate minimally competent writing-need improvement or are unsatisfactory will be required to take a diagnostic writing exam. Those who do not pass the exam with a minimal score will be required to complete a non-credit, one-semester-hour, small group/one-on-one writing tutorial conducted by trained graduate assistants.</p> <p>*Papers must meet the following criteria to be submitted to the EWP:</p> <ol style="list-style-type: none"> 1. The paper must be at least 750 words in length (approximately 3 pages). 2. It must be written in standard English. 3. It must be developed in a manner consistent with the demands of the discipline for which it was written. 4. It must contain a connected writing sample with the development of ideas within and between paragraphs (therefore, lists, lesson plans, and other such documents may not be submitted). 5. Submissions may not be creative pieces, such as poems, short stories, or plays.

Additional Procedural Changes

- The portfolio will be an on-line tool. Students will submit through the EWP website, logging on using their userids. Faculty members will be alerted via email each week that papers are available to rate. Faculty will submit ratings from the website. Ratings should be completed by the time grades are due. Submissions are made only during the semester the student is enrolled in the course.
- Faculty will rate the paper with attention to four areas: content (meeting assignment criteria while conveying content accurately with well-supported assertions); organization (presenting information in a focused, logical, orderly fashion with connection made between ideas and conclusions drawn); style appropriate to the discipline (choosing appropriate vocabulary, using appropriate sentence structures, showing awareness of the purpose, topic, and audience); mechanics (adhering to the accepted

conventions of grammar and punctuation, spelling words correctly, documenting sources appropriately if applicable). Faculty will rate the student's level of competency as superior, satisfactory, needs improvement, or unsatisfactory. A total score for the paper will be generated based on the instructor's rating of the four writing dimensions.

- Student scores will be available on the degree audit system. Students whose papers are consistently superior will receive a "pass with distinction" notation and will be sent a letter to this effect. Poor ratings could have the consequences of additional writing work for students.
- The electronic version will offer three additional slots for submissions that departments may use for assessment in the major.