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## Agenda for the September 3, 2009 CAA Meeting

**Items approved:** 09-62, Cultural Diversity Course Criteria (Suggested Revisions)  
09-64, Family & Consumer Sciences Merchandising Concentration (Revised Concentration)  
09-65, Undergraduate Academic Waiver Rules (Revised Waiver Rules)

**Items Pending:** 09-13, Proposal to Add a New Requirement for Graduation: Writing-Intensive and/or Writing Centered Course Completion  
09-63, Report & Recommendations of the Senior Seminar Ad Hoc Committee

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### Council on Academic Affairs Minutes

September 3, 2009

The September 3, 2009 meeting of the Council on Academic Affairs was held at 2:00 p.m. in Room 4440, Booth Library.

**Members Present:** Dr. Bower, Dr. Campbell, Ms. Green, Dr. Hendrickson, Mr. Lambert, Dr. Mitchell, Dr. Reid, Ms. Ruholl, Dr. Shelton, and Dr. Sterling.

**Members Absent:** Dr. White.

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

**Guests Present:** Dr. Coit, History and Faculty Senate; Ms. Dilworth, Family & Consumer Sciences; Dr. Fewell, Secondary Education & Foundations; Dean Hanner, College of Sciences; Dr. Hyder, Journalism and the Chair of CAA's Senior Seminar Ad Hoc Committee; Dean Jackman, College of Education & Professional Studies; Ms. Amy Lynch, College of Sciences; Dean Jeffrey Lynch, College of Arts & Humanities; and Ms. Miller, College of Arts & Humanities.

#### I. Approval of the August 27, 2009 CAA Meeting Minutes.

Dr. Reid moved and Dr. Campbell seconded the motion to approve the minutes. The motion passed by acclamation.

The minutes of August 27, 2009 were approved as written.

#### II. Communications:

##### a. Committee Appointments:

1. August 12, 2009 email from Dr. Michael Hoadley, Assistant Vice President for Academic Technology, requesting a two-year appointment to the Technology Enhancement and Management (TEAM) Grants Council for the Academic Years 2009-11.  
*This item was on last week's agenda. No one volunteered for the appointment at the time. As a result, Dr. Hendrickson contacted Dr. Mark Borzi to see if he'd be willing to continue his appointment on the TEAM Grants Council for another term. At the meeting today, Dr. Hendrickson reported that he had contacted Dr. Borzi and he was willing to continue his appointment for another two years (Academic Years 2009-11). Dr. Hendrickson will notify Dr. Hoadley.*
2. August 26, 2009 email from Dr. Rebecca Throneburg requesting a CAA volunteer to serve on the Committee for Assessment of Student Learning (CASL) for the academic year 2009-10.  
*Dr. Reid noted that in the past the CAA Chair has attended CASL meetings. Dr. Hendrickson, CAA Chair, indicated that he is unable to attend CASL meetings due to a scheduling conflict. No one volunteered to serve on the committee. The item will be revisited at next week's meeting.*
2. August 31, 2009 email from Dr. John Pommier, Chair of Faculty Senate, requesting that CAA appoint a representative to attend the Faculty Senate meetings.  
*Dr. Grant Sterling volunteered to attend the 2009-10 Faculty Senate meetings as a CAA representative.*

**b. Other:**

1. May 1, 2009 memorandum from Dean Jackman, College of Education & Professional Studies (CEPS), regarding the CEPS examination of the foreign language requirement.

**III. Committee Reports:**

None.

**IV. Items Added to the Agenda:**

None.

**V. Items Acted Upon:**

**1. 09-64, Family & Consumer Sciences Merchandising Concentration (Revised Concentration)**

Ms. Dilworth presented the proposal. There were no questions.

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

The proposal (**See Attachment A**) was approved, effective Fall 2010.

**2. 09-65, Undergraduate Academic Waiver Rules (Revised Waiver Rules)**

Dean Hanner presented the proposal and answered questions of the council.

Ms. Green moved and Dr. Mitchell seconded the motion to approve the proposal. The motion passed unanimously.

The proposal (**See Attachment B**) was approved, effective Fall 2009.

**3. 09-62, Cultural Diversity Course Criteria (Suggested Revisions)**

At the April 23, 2009 CAA meeting, the council accepted the Supplemental Report from the Ad Hoc Committee on Cultural Diversity. The 2008-09 CAA executive committee subsequently incorporated pertinent items from this report into a draft revision of the current criteria for identifying courses that should be awarded the "cultural diversity" designation.

At the meeting today Dr. Bower, 2008-09 CAA Chair, and Dr. Reid, 2008-09 CAA Vice Chair, presented the proposal and answered questions of the council. Dr. Bower indicated that the following statement was part of the existing cultural diversity catalog text, but was left out of the proposed criteria by mistake so it should be included:

"Cultural diversity courses are marked with an asterisk following the course title."

Dr. Sterling moved and Mr. Lambert seconded the motion to approve the proposal. The motion passed with the following vote:

Yes: Bower, Campbell, Green, Hendrickson, Lambert, Mitchell, Reid, Ruholl  
No: Shelton  
Abstain: Sterling

The proposal (**See Attachment C**), with revisions, was approved, effective immediately.

**4. 09-63, Report & Recommendations of the Senior Seminar Ad Hoc Committee**

At the January 22, 2009 Council on Academic Affairs meeting the council created a subcommittee (replacing the Senior Seminar Review Subcommittee formed in 2006) to study senior seminars, review existing data, collect additional data pertaining to senior seminars, look at capstone experiences at other universities, review other matters as deemed appropriate by CAA, and to submit a recommendation to CAA.

Subsequently, the subcommittee looked at data and met with various individuals and groups on campus in order to get input regarding Senior Seminars. Upon completion of its review, the subcommittee prepared and submitted a report and recommendations to CAA.

Today, Dr. Hyder, Chair of the Senior Seminar Ad Hoc Committee, presented that report and recommendations and answered questions of the council. The council members discussed the item and whether to postpone consideration of it until after there had been a campus-wide discussion of integrative learning or at the end of the Spring 2010 semester.

Dr. Shelton moved and Dr. Campbell seconded the motion to postpone consideration of the item under after there had been a campus-wide discussion of integrative learning. The motion failed with the following vote:

Yes: Campbell, Mitchell  
 No: Bower, Green, Hendrickson, Lambert, Reid, Ruholl, Shelton, Sterling  
 Abstain: None

Discussion continued. Dr. Campbell left at 3:25 p.m.

Dr. Sterling moved and Dr. Bower seconded the motion to postpone action on the item until the September 10, 2009 CAA meeting. The motion passed unanimously.

The item will be revisited at the September 10, 2009 CAA meeting. The council will continue discussion of the item and decide whether to act upon each recommendation individually or group them into categories. Links to Senior Seminar data shared at past CAA meetings will be added to the CAA Website and included on the next CAA agenda so members have an opportunity to review it in conjunction with the report and recommendations.

#### **VI. Pending:**

1. 09-13, Proposal to Add a New Requirement for Graduation: Writing-Intensive and/or Writing Centered Course Completion
2. 09-63, Report & Recommendations of the Senior Seminar Ad Hoc Committee

The next meeting will be held Thursday, September 10, 2009.

The meeting adjourned at 3:35 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/>.

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 \*\*\*\*\*  
 September 10, 2009  
 Conference Room 4440 – Booth Library @ 2:00 p.m.

#### **Agenda:**

1. 09-63, Report & Recommendations of the Senior Seminar Ad Hoc Committee

**Approved Executive Actions:****LCBAS****Effective Spring 2010**

1. Remove the restriction from COS 4275 of one-semester hour of internship per semester.

**4275 COS Career and Organizational Studies Internship. (Arr.-Arr.-1-15 sem hrs.) (Credit/No Credit)** Experience includes job skills and knowledge, management-worker relations, supervised instruction, conferences and evaluations. One semester hour ~~per semester~~, up to a maximum of 15 semester hours, will be awarded for directed work experience internships.

2. Remove the prerequisites from COS 4820.

**4820 COS 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; open systems 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

3. Remove the prerequisites from COS 4825.

**4825 COS Ethical Behavior in Organizations. (3-0-3) S.** This course will encompass the major issues surrounding and affecting ethics within an organization, including recognizing ethical issues, making ethical judgments in organizations, and understanding the importance of organizational ethics programs. ~~Restriction: Admission to the COS major or permission of the program coordinator. Course may not be repeated.~~

4. Remove the prerequisites from COS 4830.

**4830 COS Organizational Perspectives: Past, Present and Future. (3-0-3) F.** This course involves the study of the nature of organizations from varying perspectives including historical, philosophical, technological, psychological and sociological with prospects and directions for the future. ~~Prerequisite: Six semester hours of education, sociology and/or history, or permission of the program coordinator.~~ WI

5. Revise the course description for and remove the restriction from COS 4845.

**4845 COS Improvement in Organizations. (3-0-3) F.** This course is designed to acquaint students ~~with~~ ~~or~~ methods ~~for understanding and improving~~ ~~to understand and improve~~ organizational performance. Included in this course are techniques for identifying problems, philosophies and techniques ~~for~~ addressing problems, and planning for measurable improvement. ~~This course will be an introduction to the advanced material covered in TEC 5213 enhancing curricular integration between the Career & Organizational Studies Program with the Master in Technology graduate program. Restriction: Admission to the Career & Organizational Studies (COS) Program or COS Program Coordinator permission. Course may not be repeated.~~

6. Remove the restriction from COS 4855.

**4855 COS Web-Based Training and Instruction. (3-0-3) F.** This course provides an overview of the fundamental theory and principles of how to design, develop, and manage web-based training (WBT) programs for adult learners within industry, service, and other organizations. Participants will design, develop and implement a web-based course. ~~Restriction: Admission to the COS major or permission of the program coordinator. Course may not be repeated.~~

**Pending Executive Actions:**

None.

## Attachment A

### **B.S. in Family and Consumer Sciences: Apparel & Textiles, Consumer Studies, Hospitality, and Merchandising Option**

#### **Merchandising Concentration**

45 semester hours

- ECN 2801G - Principles of Macroeconomics. Credits: 3  
(Counted in General Education)
- FCS 2231 - Sociology of Clothing. Credits: 3
- FCS 2232 - Historic Costume and Fashion Analysis. Credits: 3
- FCS 2233 - Fashion Distribution Systems. Credits: 3
- FCS 2234 - Clothing and Soft Goods Construction. Credits: 3
- FCS 3245 - Textiles: Color Design Production Credits: 3
- FCS 3300 - Consumer Education. Credits: 3
- FCS 4926 - Public Presentation Techniques. Credits: 3
- PSY 1879G - Introductory Psychology. Credits: 3  
(Counted in General Education)

#### **Select 9 semester hours from the following for the concentration:**

- FCS 2100 - Nutrition in a Global Society. Credits: 3
- FCS 2250 - Consumer Technology. Credits: 3
- FCS 2270 - Housing. Credits: 3
- FCS 2700 - The Hospitality Industry. Credits: 3
- FCS 3233 - Apparel and Textiles Merchandise Budgeting. Credits: 3
- FCS 4300 - Consumer Issues. Credits: 2
- FCS 4770 - Consumer Decisions in the Marketplace. Credits: 3
- FCS 4838 - Pattern Development & Design. Credits: 3
- INT 4953 - Color Management Applications: Print, Textiles, Web, and other Substrates. Credits: 3
- STA 3970 - Study Abroad: Faculty-Led. Credits: 1 to 16**

#### **Requirements for the Business Minor**

- BUS 2710 - Survey of Finance. Credits: 3
- BUS 3010 - Management and Organizational Behavior. Credits: 3
- BUS 3470 - Principles of Marketing. Credits: 3

#### **Additional 6 semester hours from the following courses to fulfill the Business Minor**

- BUS 2102 - Managerial Accounting. Credits: 3
- BUS 2750 - Legal and Social Environment of Business. Credits: 3
- BUS 2810 - Business Statistics I. Credits: 3
- BUS 3200 - International Business. Credits: 3
- BUS 3500 - Management Information Systems. Credits: 3
- FIN 3720 - Investments. Credits: 3
- FIN 3740 - Real Estate Fundamentals. Credits: 3
- FIN 3750 - Management of Financial Institutions. Credits: 3
- FIN 3770 - Working Capital Management. Credits: 3
- MAR 3720 - Consumer Behavior. Credits: 3
- MAR 3780 - Promotion Management. Credits: 3
- MAR 3875 - Retail Management. Credits: 3
- MAR 4490 - International Marketing. Credits: 3
- MGT 3450 - Human Resource Management. Credits: 3
- MGT 4320 - Small Business and Entrepreneurship. Credits: 3
- MIS 2000 - Information Systems Careers and Logic Skills. Credits: 3
- MIS 3200 - Networking Fundamentals. Credits: 3
- MIS 3505 - Advanced Microcomputer Applications and Development. Credits: 3
- MIS 3515 - Information Presentation. Credits: 3
- MIS 3530 - Business Web Site Design. Credits: 3

## Attachment B

### UNDERGRADUATE ACADEMIC WAIVERS

Undergraduate students seeking waivers of academic rules or procedures may obtain Undergraduate Academic Waiver Request forms from their deans, department chairpersons, or advisors. It is the student's responsibility to complete the form, obtain the necessary signatures, and present the form to the student's certifying dean for processing.

The student's certifying dean may approve the waiver request, stipulating approval conditions, if any, or disapprove the request. If the waiver is not approved, the dean advises the student of the waiver appeal process. In either case, the dean indicates a file number on the waiver form and forwards appropriate copies to the student, advisor, and the **Records Registrar's** Office. The certifying dean's decision on waivers approved according to the Academic Waiver Rules is final.

### UNDERGRADUATE ACADEMIC WAIVER APPEAL COMMITTEE

The Undergraduate Academic Waiver Appeal Committee (UAWAC) is composed of the four college deans, with a Committee chair who coordinates the activities of the committee selected from among its members. College deans do not participate in deciding appeals from students in their own colleges; the decisions are made by a majority vote of the three remaining deans.

### THE APPEAL PROCESS

If an undergraduate student waiver is denied by a student's certifying dean, the student may request to appeal the decision by signing the waiver request form. Appeals are submitted by the certifying dean to the Registrar who serves as corresponding secretary for the UAWAC and handles all official correspondence with the student regarding the appeal. Letters supporting an appeal, if any, should be included with the appeal form at the time it is submitted to the Certifying Dean's Office. When action has been taken by the UAWAC, the chair notifies the Registrar in writing of its decision. The Registrar, in turn, notifies the student in writing of the action taken. All appeals related to prerequisites must be acted upon prior to the first day of classes in the academic term of the proposed exception.

Negative decisions made by the UAWAC may be reconsidered by the committee if the chair believes there is good reason to do so. Reconsideration must be based on the presence of significant new information or other compelling evidence. Reconsideration by the UAWAC may be requested by the student's certifying dean or by the Vice President for Academic Affairs. The decision of the UAWAC (following reconsideration, if appropriate) is final.

Certifying deans for undergraduate students report monthly to the VPAA the waivers that have been approved and disapproved. The VPAA circulates the monthly activity report to the Council on Academic Affairs. Each semester the Registrar reports the actions of the UAWAC to the VPAA, who in turn forwards the report to the Council on Academic Affairs.

### ACADEMIC WAIVER RULES

All undergraduate student waivers require approval signatures of the student's advisor and department chairperson (or designee), the chairperson of the department (or designee) and the college dean (or designee) responsible for the rule or requirement being waived, and the student's certifying dean. The Academic Waiver Rules that follow govern the actions of undergraduate certifying deans and the Undergraduate Academic Waiver Appeals Committee.

### ACADEMIC WAIVER RULES

- I. **The following may be approved by undergraduate certifying deans using a substitution form or through the waiver process as specified below. No action by the UAWAC is required.**
  - A. **RESIDENCE AND CREDIT REQUIREMENTS The following may be approved using department/college substitution/waiver forms. No Undergraduate Academic Waiver Request form is required.**
    1. Senior Institution Credits -- The requirement of at least 56 sem. hrs. in senior institution credits may be reduced by up to 3 sem. hrs. **by waiver.**

2. Upper-Division Credits -- The requirement of at least 40 sem. hrs. of upper-division course work may be reduced by up to 6 sem. hrs. **by waiver**. For students using the 1992-93 through the 1999-00 catalogs, see II.A.4. concerning the requirement of 8 hours of upper-division general education courses.
3. Eastern Illinois University Credits -- The requirement of at least 42 sem. hrs. of course work at Eastern (38 sem. hrs. for **Clinical Laboratory Science and Engineering cooperative students** **cooperative degree program students, whose program requires their absence from campus during their entire senior year**) may be reduced by up to 3 sem. hrs. **by waiver**.
4. Junior and Senior Level Credits -- The requirement of at least 32 sem. hrs. of course work at Eastern in the junior and senior years may be reduced by up to 3 sem. hrs. **by waiver**. (**Clinical Laboratory Science and Engineering Cooperative degree students, whose program requires their absence from campus during their entire senior year**, are exempt from this requirement; no waiver is required.)
5. Senior Credits -- The requirement of at least 12 sem. hrs. of course work in the senior year at Eastern may be reduced by up to 3 sem. hrs. **by waiver**. (**Clinical Laboratory Science and Engineering Cooperative degree program students whose program requires their absence from campus during their entire senior year, students** are exempt from this requirement; no waiver required.)

#### B. COURSE AND PROGRAM REQUIREMENTS

1. Major and Minor Requirements -- College substitution/waiver forms may be used to modify the course pattern for a student's major and minor or to substitute appropriate non-equivalent course credit in the student's major and minor program; no Undergraduate Academic Waiver Request form is required.
2. University Honors/Departmental Honors Requirements - Honors College substitution/waiver forms may be used to modify the course pattern for a student's University Honors and/or Departmental Honors program requirements. No Undergraduate Academic Waiver Request form is required.
3. Prerequisites -- A prerequisite course may be waived. All requests for waivers related to prerequisites must be acted upon prior to the first day of classes in the academic term of the proposed exception.
4. Course Enrollment -- Enrollment in a prerequisite course after completion of a course for which it is a prerequisite may be authorized by waiver.
5. Class Level -- Exceptions to the rules on enrollment by class level may be authorized by waiver.
6. Load Rules -- Exceptions to the load rules stated in the Undergraduate Catalog and Class Schedules may be made by waiver, except load rules related to student teaching, which can only be approved by UAWAC (See III.E).
7. English and Speech Requirements – Transfer Students Only -- Exceptions to the requirement of "two courses in reading and writing" and "one course in listening and speaking" may be authorized by waiver. **HOWEVER, THIS REQUIREMENT CANNOT BE WAIVED FOR STUDENTS SEEKING TEACHER CERTIFICATION.**

Transfer courses accepted by Eastern, which have been articulated as approved substitutes for the English and Speech requirements, may be counted for these requirements; no waiver is required.

8. General Education/Integrated Core/Distribution Requirements--Transfer-Courses

For transfer students following catalogs prior to 2000-01 and native EIU students

Transfer credit in courses accepted by Eastern, regardless of its evaluation in terms of Eastern courses, may count toward appropriate general education/integrated core/distribution requirements if approved through the waiver process.

For transfer students following the 2000-01 or later Undergraduate Catalogs

Transfer courses accepted by Eastern which have been approved for General Education according to the Illinois Articulation Initiative(IAI), or which clearly match IAI General Education courses, may count for general education requirements, even if no comparable courses are offered at Eastern; no waiver is required. This policy for transfer credit includes out-of-state and non-participating IAI institutions.

9. General Education/Integrated Core/Distribution Requirements -- Substitutions of non-general education EIU courses may be approved by waiver or the Honors College substitution/waiver form for students participating in the University Honors and/or Departmental Honors programs.

10. Health Studies Requirements -- Transfer Students Only -- Transfer students who are following the 1991-92 or earlier catalogs may satisfy the Health Studies requirement if they have at least 2 sem. hrs. of college-level health studies course work; no waiver is required.

**C. TEACHER CERTIFICATION RULES**

Methods Courses – Minors and Second Majors Only -- A waiver approved

by the Dean of the College of Education and Professional Studies may be used to substitute appropriate non-equivalent course credit for a methods course for teacher certification students in a minor or second major area.

**D. GRADE ASSIGNMENT**

Incomplete Grades -- Under extenuating circumstances, a waiver may be used to extend the deadline for removal/change of an Incomplete ("I") grade **beyond the limits of the Policy on Incomplete Grades to execute the completion plan.** ~~by one semester when approved by the department chairperson with the consent of the instructor.~~ Requests for extensions beyond **the limits of the Policy on Incomplete Grades** ~~one semester~~ may be granted only by action of Undergraduate Academic Waiver Appeal Committee (UAWAC).

**II. The following can NOT be altered by waiver or by action of the UAWAC.**

**A. DEGREE REQUIREMENTS**

1. Hours Required for Graduation -- The minimum of 120 sem. hrs. for a baccalaureate degree must be met.

No more than 4 sem. hrs. of theatre practicum, chorus, orchestra or band can be included in the 120 sem. hrs. (Music majors and minors as well as students seeking simultaneous degrees may count 6 sem. hrs. of music ensemble activities.)

No more than 4 sem. hrs. in physical education activity courses can be included in the 120 sem. hrs. (Physical education majors and minors and recreation majors as well as students seeking simultaneous degrees may count 6 sem. hrs. of physical education activity courses.)



2. Simultaneous Degrees -- Students seeking two baccalaureate degrees simultaneously must complete at least 150 sem. hrs.
3. Second Baccalaureate Degrees -- Students seeking a second baccalaureate degree must complete a minimum of 30 additional sem. hrs. of credit at Eastern. Also, these students must have at least 12 sem. hrs. of course work in the major taken in residence used to calculate their major GPAs.
4. General Education/ Integrated Core/Distribution Requirements -- For students following 1992-93 or later Undergraduate Catalogs, the minimum number of hours in each component of the General Education/Integrated Core program must be met. See I.B.7. for exceptions. In addition, for the 1992-93 through the 1999-00 catalogs, eight semester hours of upper-division general education courses are required, at least two semester hours of which is a Senior Seminar.

Students following earlier catalogs must meet the minimum of 9 sem. hrs. in Humanities, Social Sciences, and Math/Science distribution requirements.

5. Correspondence and Extension Courses -- A maximum of 32 sem. hrs. in correspondence and/or non-EIU extension courses may be used to satisfy degree requirements at Eastern.
6. Internship Credit -- A maximum of 15 sem. hrs. of credit is allowed for internship during any term.
7. Experimental Courses -- Experimental courses may not be used to satisfy major requirements. **Experimental courses are numbered 1075, 2075, 3075, and 4075. These are courses approved in an expedited process, offered twice, and then, if successful, submitted for regular approval.**
8. Credit in Independent Study, Research, and Internship Used in the Minor -- A maximum of 3 sem. hrs. in independent study, research, or internship may be used toward satisfying minor requirements.

**9-8.** Graduation with Distinction -- To be eligible for graduation with distinction, a student must earn a minimum of 56 sem. hrs. at Eastern, with at least 40 sem. hrs. of those hours graded hours (exclusive of credit/non-credit hours).

**109.** Upper-division Standing in Business -- Pre-Business students must meet the requirements stated in the Undergraduate Catalog for admission to upper-division standing in business in the Lumpkin College of Business and Applied Sciences.

## B. GRADE POINT AVERAGE REQUIREMENTS

1. Cumulative GPA -- A minimum 2.00 GPA is required.
2. Major GPA -- A minimum 2.00 GPA is required.
3. GPA for Students on Probation -- The semester GPA minimum required for students on probation described in the Undergraduate Catalog must be met.
4. Courses Used in Calculating the Major GPA -- At least 12 sem. hrs. of the courses used to calculate a student's major GPA must be taken in residence.
5. Courses Used in Calculating the Minor GPA -- At least 6 sem. hrs. of the courses used to calculate a student's minor GPA must be taken in residence.
6. Non-Teaching Minors -- A minimum GPA of 2.00 is required for a non-teaching minor.

**C. TEACHER CERTIFICATION RULES**

1. ISBE Requirements -- Students seeking teacher certification must satisfy the requirements established by the Illinois State Board of Education. Minimum ISBE recognition requirements must be met for teacher certification minors as well.
2. Cumulative and Major GPA -- Students participating in the teacher education selection process in place **beginning Fall 2002** must have established a 2.65 cumulative GPA and a 2.65 major GPA to be admitted to and graduate from a teacher certification program.  
  
Students participating in the selection process in place **prior to all 2002** must have established a 2.50 cumulative GPA and a 2.50 major GPA to be admitted to and graduate from a teacher certification
3. Methods Course -- Students seeking a high school or standard special certificate program must complete a methods course in their major. (Under special circumstances, with permission of the Dean of the College of Education and Professional Studies, an alternate methods course may be substituted; only a waiver is required.)
4. Single Discipline -- The minimum of 32 sem. hrs. in one discipline must be met by teacher certification majors.
5. Minor GPA -- A minimum minor GPA of 2.50 is required for a teaching minor.
6. Methods Credit in Minors -- No credit in teaching methods may be counted toward a minor other than a teaching minor.

**D. GRADUATION REQUIREMENTS**

1. Senior Seminar -- Students following the 1981-82 or later Undergraduate Catalogs, must complete a senior seminar. (Students in Clinical Laboratory Science and Cooperative degree program students, **whose program requires their absence from campus during their entire senior year**, are exempt).
2. Foreign Languages -- Students following the 1992-93 or later Undergraduate Catalogs must complete two courses in a single foreign language or at the minimum the second course in the elementary sequence unless exempted due to high school foreign language credit.
3. Electronic Writing Portfolio/Writing Competency Examination -- Students following the 2000-01 or later Undergraduate Catalogs must successfully complete the Electronic Writing Portfolio. Exceptions are students who entered EIU or another college or university prior to Fall 2000, but selected the 2000-01 Catalog. Those students must demonstrate writing competency by successfully completing the Writing Competency Exam.  
  
Students following earlier catalogs must pass the Writing Competency Examination. (Accommodations may be made for students with documented disabilities.)
4. Constitution Requirement -- All students following the 1999-00 or earlier Undergraduate Catalogs, must complete the Constitution requirement as stated in their catalogs.  
  
For students following the 2000-01 **or later to 2005-06** Undergraduate Catalogs, the Constitution requirement is a general education requirement, not a graduation requirement. (For rules governing general education requirements, see I.B.8. and I.B.9.)

5. Health Studies -- Students following 1991-92 or earlier Undergraduate Catalogs must successfully complete HST 2000C (HST 1200) or pass a competency examination in health studies.

**III. The following requires approval by action of the UAWAC. These requirements may not be altered by waiver.**

- A. Residence and Credit Requirements -- Further exceptions to the limits stated above in I.A., RESIDENCE AND CREDIT REQUIREMENTS, require UAWAC approval.
- B. Simultaneous Degrees -- The requirement of at least 60 sem. hrs. of upper-division course work and at least 72 sem. hrs. at Eastern may be reduced through UAWAC approval for students seeking two baccalaureate degrees simultaneously.
- C. Second Baccalaureate Degrees -- The requirement of at least 20 sem. hrs. of upper-division course work for students seeking a second baccalaureate degree may be reduced by UAWAC approval.
- D. Upper-Division Integrated Core Requirement -- For students following the 1992-93 through the 1999-00 Undergraduate Catalogs, a substitution for an upper-division Integrated Core course requires UAWAC approval.
- E. Student Teaching Load -- Taking additional course work during the student teaching semester is not recommended. Exceptions may be granted only by action of UAWAC.
- F. Other Exceptions -- Exceptions may be made by the UAWAC to any rules or regulations not specifically addressed elsewhere in this document.

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**Attachment C****Cultural Diversity Course Criteria****Cultural Diversity (current text)**

Eastern Illinois University seeks to foster cultural understanding to assist its students to become responsible citizens in a diverse world. The general education curriculum furthers this objective by requiring students to complete at least one course carrying the cultural diversity designation. Appropriate courses will focus on one or more of the following in their content: the study of diverse peoples (including issues of race, ethnicity, and gender) at home and abroad; the history, traditions, and/or language of other countries or cultures; and the role of cultural sensitivity in making informed and ethical decisions. Cultural diversity courses are marked with an asterisk following the course title.

**Cultural Diversity (revised to incorporate suggestions from the ad hoc committee)**

Eastern Illinois University seeks to foster cultural understanding to assist its students to become responsible citizens in a diverse world. The general education curriculum furthers this objective by requiring students to complete at least one course carrying the cultural diversity designation.

To receive the cultural diversity designation, courses will:

1. Include one or more of the following as their focus or as a means to explore some other topic:
  - a. the study of diverse peoples (including issues of class, disability, ethnicity, gender, race, and sexual orientation) in the U.S. and abroad;
  - b. the history, language, and/or traditions (anthropological, artistic, literary, philosophical, political, or sociological) of other countries or cultures;
  - c. the role of cultural sensitivity in making informed and ethical decisions.
2. Reinforce the importance of attending to a plurality of voices (including those from traditionally underrepresented groups) to better understand human history, culture, and decision making.
3. Include among their outcomes the goal of enabling students to appreciate, live, and work with people who are different from them.

Cultural diversity courses are marked with an asterisk following the course title.