
Agenda for the January 28, 2016 CAA Meeting

Items Approved: 15-104, Review of the Faculty Laureate Award Nomination Process and Procedures
16-01, ENG 1001G, College Composition I: Critical Reading & Source-Based Writing (Revised Course)
16-02, ENG 1091G, College Composition I: Critical Reading & Source-Based Writing, Honors (Revised Course)
16-03, ENG 1002G, College Composition II: Argument & Critical Inquiry (Revised Course)
16-04, ENG 1092G, College Composition II: Argument & Critical Inquiry, Honors (Revised Course)
16-10, ESC/GEL 2450G, Oceanography (Revised Course)

Items Pending: 15- 146, CTE 3000G, Consumers in the Marketplace (Revised Course)
Executive Action: October 19, 2015 memorandum from Dean Izadi, LCBAS, requesting executive action to decouple FCS 3300 and CTE 3000, and delete CTE 3000 from the catalog.

Ongoing: Multi-year plan regarding the University Learning Goals (For details concerning the plan, see agenda Item 13-83, CAA Learning Goals Committee's Recommendations & Resolution, which was approved by CAA at its 4/25/13 meeting)

Council on Academic Affairs Minutes

January 28, 2016

The January 28, 2016 meeting of the Council on Academic Affairs was held at 2:02 p.m. in the Room 4440 at Booth Library.

Members Present: Dr. Anthony, Mr. Aydt, Ms. Duffin, Dr. Gronnvoll, Dr. Martinez, Dr. Ruholl, Mr. Simpson, Ms. Smith, Dr. Throneburg, and Dr. Wilkinson.

Members Absent: Dr. Bruehler and Dr. Reid.

Staff Present: Provost Lord and Ms. Fopay.

Guests Present: Dr. Mike Cornebise, Geology & Geography; Ms. Analicia Haynes, *Daily Eastern News*; Interim Dean Hild, College of Arts & Humanities; Dr. Dana Ringuette, English; and Dr. Tim Taylor, English.

I. Approval of the January 21, 2016 CAA Meeting Minutes.

Ms. Smith moved and Dr. Martinez seconded the motion to approve the minutes. The minutes of January 21, 2016, were approved as written.

II. Communications:

a. College Curriculum Committee Minutes:

Minutes of the January 22, 2016 Lumpkin College of Business & Applied Sciences Curriculum Committee meeting.

b. Executive Actions:

1. January 22, 2016 memorandum from Interim Dean Klarup, COS, requesting executive action to revise Geography, Geology, and Earth Sciences courses as a result of the course prefix change to GEO. In addition, request to add GEO 1120G to the prerequisites for GEO (ESC) 3300 and GEO (ESC 3550).

(NOTE: This executive action request replaces the one dated December 16, 2015, from Interim Dean Hanner. It incorporates updates requested at last week's CAA meeting.)

2. January 25, 2016 memorandum from Dean Izadi, LCBAS, requesting executive action to add ENT 3500 as an optional prerequisite for MAR 3780, 3875, and 4470.

III. Committee Reports:

None.

IV. Items Added to the Agenda:

None.

V. Items Acted Upon:

Rationale for the following English proposals: <https://castle.eiu.edu/eiucaa/2015-16CAA/SP16/01-14-16/AgendaItems/ENGRationale.pdf>

1. 16-01, ENG 1001G, College Composition I: Critical Reading & Source-Based Writing (Revised Course).

Dr. Ringuette and Dr. Taylor presented the proposal and answered questions of the council.

Mr. Simpson moved and Dr. Anthony seconded the motion to approve the proposal. The motion passed unanimously.

The proposal was approved, effective Fall 2016. *NOTE: This course will replace ENG 1001G: Composition and Language.*

ENG 1001G. College Composition I: Critical Reading & Source-Based Writing. (3-0-3). College Composition I. College Composition I focuses on informative, analytical, evaluative, and persuasive writing and introduces students to college-level research. Students will develop sound writing processes, produce cogent writing, strengthen analytical reading skills, and work with sources. Prerequisites: Passing grade ("C" or better) in ENG 1000 or direct placement into ENG 1001G. Students who have either a minimum high school GPA of 3.00 or a minimum ACT-English score of 18/SAT-Writing score of 430 will be placed into ENG 1001G. Students who have both a high school GPA below 3.00 and a 17 or below on ACT-English (420 or below on SAT-Writing) will be placed into ENG 1000. However, if students want to challenge their placement into ENG 1000, they will write in response to an assignment prompt administered by the English department (Composition Committee), and the department will evaluate whether placement into ENG 1001G is appropriate. C1 900R WC

2. 16-02, ENG 1091G, College Composition I: Critical Reading & Source-Based Writing, Honors (Revised Course).

Dr. Ringuette and Dr. Taylor presented the proposal and answered questions of the council.

Mr. Simpson moved and Ms. Smith seconded the motion to approve the proposal. The motion passed unanimously.

The proposal was approved, effective Fall 2016. *NOTE: This course will replace ENG 1091G: Composition and Language.*

ENG 1091G. College Composition I: Critical Reading & Source-Based Writing, Honors. (3-0-3) F. College Composition I, Honors. College Composition I, Honors, focuses on informative, analytical, evaluative, and persuasive writing and introduces students to college-level research. Students will develop sound writing processes, produce cogent writing, strengthen analytical reading skills, and work with sources. Prerequisite: Enrollment in the Honors College. C1 900R WC

3. 16-03, ENG 1002G, College Composition II: Argument & Critical Inquiry (Revised Course).

Dr. Ringuette and Dr. Taylor presented the proposal. There were no questions.

Dr. Anthony moved and Mr. Simpson seconded the motion to approve the proposal. The motion passed unanimously.

The proposal was approved, effective Fall 2016. *NOTE: This course will replace ENG 1002G: Composition and Literature.*

ENG 1002G. College Composition II: Argument & Critical Inquiry. (3-0-3) College Composition II. College Composition II focuses on argumentation and the critical inquiry and use of sources and arguments. Course work entails analyzing others' arguments and writing a variety of well-researched and ethically responsible arguments. Students gain further practice finding relevant information from a variety of sources and evaluating, synthesizing, and presenting that information. Prerequisite: A grade of "C" or better in ENG1001G/1091G. C1 901R WC

4. 16-04, ENG 1092G, College Composition II: Argument & Critical Inquiry, Honors (Revised Course).

Dr. Ringuette and Dr. Taylor presented the proposal and answered questions of the council.

Mr. Simpson moved and Ms. Smith seconded the motion to approve the proposal. The motion passed unanimously.

The proposal was approved, effective Spring 2017. *NOTE: This course will replace ENG 1092G: Composition and Literature.*

ENG 1092G. College Composition II: Argument & Critical Inquiry, Honors. (3-0-3) S. College Composition II, Honors. College Composition II, Honors, focuses on argumentation and the critical inquiry and use of sources and arguments. Course work entails analyzing others' arguments and writing a variety of well-researched and ethically responsible arguments. Students gain further practice finding relevant information from a variety of sources and evaluating, synthesizing, and presenting that information. Prerequisite: A grade of "C" or better in ENG 1091G or ENG 1001G. C1 901R WC

Dr. Throneburg commended Dr. Taylor on his good work on the proposals. Provost Lord echoed her comments.

5. 16-10, ESC/GEL 2450G, Oceanography (Revised Course).

Dr. Cornebise presented the proposal and answered questions of the council.

Dr. Martinez moved and Ms. Duffin seconded the motion to approve the proposal. The motion passed unanimously.

The proposal was approved, effective Summer 2016.

ESC/GEL 2450G (To become GEO 2450G, effective Fall 2016). Oceanography. (3-0-3) Integrated descriptive study of the world oceans including the physics, chemistry, biology, and geology of the marine environment as well as the interrelationship between the world oceans and human activities. Online sections of this course will be restricted to off-campus students. A limit of three hours may be applied to a major or minor.

6. 15-104, Review of the Faculty Laureate Award Nomination Process and Procedures.

NOTE: At last week's meeting, the council requested revisions to the Faculty Laureate nomination process and procedure material. As a result, Dr. Gronnvoll updated the material and submitted it for the council's review at today's meeting.

At the meeting today, Dr. Gronnvoll presented the proposal and answered questions of the council.

Ms. Smith moved and Mr. Simpson seconded the motion to approve the proposal. The motion passed unanimously.

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

Also, there was a discussion regarding how the Faculty Laureate nomination materials should be submitted (electronically, paper form, etc.) and whether there was a mechanism for posting the materials electronically to a secured site, such as D2L and Dropbox, where the Faculty Laureate Committee could go to review the materials. Ms. Fopay explained she currently uses a secured site developed by the CATS Office where she posts confidential materials for another committee she works with. If the council would be interested in using a similar site, Ms. Fopay indicated she would be willing to complete the clerical work involved with posting nomination materials to the site. No decision was made at the meeting. Instead, Dr. Gronnvoll suggested that the matter be revisited at the next CAA meeting when Dr. Reid, Chair of the Faculty Laureate Committee, would be in attendance.

VI. Pending:

1. 15-146, CTE 3000G, Consumers in the Marketplace (Revised Course)
2. Executive Action: October 19, 2015 memorandum from Dean Izadi, LCBAS, requesting executive action to decouple FCS 3300 and CTE 3000, and delete CTE 3000 from the catalog.

VII. Ongoing:

1. Multi-year plan regarding the University Learning Goals (For details concerning the plan, see agenda Item 13-83, CAA Learning Goals Committee's Recommendations & Resolution, which was approved by CAA at its 4/25/13 meeting.)

VIII. Meeting Adjournment:

1. Ms. Smith moved and Mr. Simpson seconded the motion to adjourn the meeting. The motion was approved by acclamation.

The meeting adjourned 2:36 p.m.

The February 4, 2016, CAA meeting was canceled. The next meeting – to be announced.

–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 <http://www.eiu.edu/~eiucaa/elibrary/>.

***** ANNOUNCEMENT OF NEXT MEETING *****
– TO BE ANNOUNCED –

Agenda:

TO BE ANNOUNCED

Approved Executive Actions:

None.

Pending Executive Actions:

BAS

Effective Fall 2016

1. Revise the course prerequisites for MAR 3780.

MAR 3780 - Promotion Management. (3-0-3) On Demand. Development of comprehensive, non-personal, promotional campaigns to effectively communicate product offerings and organizational messages to target audiences. Prerequisites & Notes: BUS 3470 or BUS 3100 **or ENT 3500**, and admission to the School of Business, or to a minor offered by the School of Business, or to the Advertising Minor, or the Financial Literacy Concentration, or permission of the Associate Chair, School of Business. Credits: 3

2. Amend the course prerequisites for MAR 3875.

MAR 3875 - Retail Management. (3-0-3) F, S. The objective of the course is to provide a framework for analyzing internal and external environment factors which affect the firm's retailing activities. Emphasis is placed on the firm's decisions and policies relating to demand analysis, spatial decisions, merchandise policies, pricing strategy, and promotion activities. Consideration is also given to retail control methods. Prerequisites & Notes: BUS 3470 or BUS 3100 **or ENT 3500**, and Admission to the School of Business, or the Financial Literacy Concentration, or to a minor offered by the School of Business, or permission of the Associate Chair, School of Business. Credits: 3

3. Change the course prerequisites for MAR 4470.

MAR 4470 - Professional Sales. (3-0-3) F, S. Students develop professional sales presentations through the application of both oral and written communication skills in the determination and satisfaction of buyers' needs. Prerequisites & Notes: BUS 3470 or BUS 3100 **or ENT 3500**, and admission to the School of Business or to a minor offered by the School of Business or permission of the Associate Chair. Credits: 3

COS

Effective Fall 2016

1. Change the course prefixes of all Geology and Geology and Earth Science courses and update several course descriptions. (See: <https://castle.eiu.edu/eiucaa/2015-16CAA/SP16/01-28-16/ExecActions/COS01-22-16GEOprefix.pdf>).

Pending Executive Actions:

NOTE: The following changes are contingent upon the approval of the CTE 3000G course proposal (agenda item 15-146) which is currently pending.

BAS

Effective Fall 2016

1. Delete CTE 3000 from the catalog.

~~**CTE 3000 - Consumers in the Marketplace. (3-0-3) F, S.** Factors affecting personal and family financial management, including investments and savings, use of credit, insurance and taxes. Credit will not be granted for both CTE 3000 and FCS 3300. Credits: 3~~

2. Decouple FCS 3300 and CTE 3000.

FCS 3300 - Personal and Family Finance. (3-0-3) F, S. A study of factors affecting the buymanship of food, clothing, housing, transportation, credit, and insurance. **Credit not granted for both FCS 3300 and CTE 3000.** Credits: 3

Attachment A

Faculty Laureate

Criteria

The nominee . . .

- Must be a current full-time member of the EIU teaching faculty. Department Chairs and bargaining unit members in either Unit A or Unit B are eligible for the award.
- Must have demonstrated an ongoing commitment to excellence in teaching classes in the general education curriculum.
- **Applications from traditionally under-represented groups are highly encouraged.**

Deadline & Selection

Selection will be made by a subcommittee of the Council on Academic Affairs.

Submit nominations and supporting materials by 4 p.m., Tuesday, _____ to:

Nomination Process

- Faculty, administrators, or students may make nominations; self-nomination is encouraged.
- Faculty from any discipline may be nominated.
- Knowledge and consent of the nominee are required for nominations.
- Nominations must include:
 1. A letter of nomination, no longer than 500 words.
 2. No more than three letters of recommendation (one page maximum) that highlight the nominee's contribution to general education at EIU. At least one letter is to come from a former student in one (or more) of the candidate's **undergraduate general education** courses, and at least one must come from a faculty member or administrator who has observed the nominee in a teaching **a general education course setting involving undergraduates.**
 3. All available information regarding student evaluations **for general education courses** for the last three years.
 4. A list of **general education** courses taught in the last three years.
 5. A statement from the nominee on the value of general/liberal education, not to exceed 300 words.

The candidate also may provide any other information relevant to excellence in teaching **general education courses.**

The 2016 Faculty Laureate will:

- Lead the faculty in Convocation ceremonies;
- Present an address at Convocation that introduces our incoming students to the concept and importance of general education;
- Receive a \$500 stipend;
- Be profiled in a variety of University publications;
- Have the opportunity to represent faculty on a number of student committees.

Join us in recognizing the **Faculty Laureate** at the Fall 2016 Convocation for New Students.