

## Council on Academic Affairs

### Minutes

March 1, 2018

The March 1, 2018 meeting of the Council on Academic Affairs was held at 2:00 p.m. in the Room 4440 at Booth Library.

**Members Present:** Dr. Abou-Zaid, Ms. Cash, Dr. Gronnvoll, Dr. Janssen Danyi, Dr. Kronenfeld, Dr. Rhoads, Dr. Ruholl, Dr. Throneburg, and Dr. Wilkinson.

**Members Absent:** Mr. Aydt

**Staff Present:** None

**Staff Absent:** Provost Gatrell

**Guests Present:** Ms. Cindy Almon (Athletics), Dr. Doug Bauer (CEPS), Dr. Julie Dietz (HPR), Dr. Jake Emmett (KSS), Dr. Mark Kattenbraker (KSS), Ms. Amy Lynch (Registrar), Dr. Chris Mitchell (CAH), Dr. Joshua Norman (Enrollment Management), Ms. Brooke Schwartz (DEN), Mr. Josh Smith (Athletics), Dr. Jeff Stowell (PSY).

#### I. Approval of the February 22, 2018 CAA Meeting Minutes.

Dr. Gronnvoll moved and Dr. Janssen Danyi seconded the motion to approve the minutes. The minutes of the February 22, 2018 meeting were approved with revisions.

#### II. Communications:

##### a. College Curriculum Committee Minutes:

1. Minutes of the February 20, 2018 Lumpkin College of Business and Applied Sciences Curriculum Committee meeting.

##### b. Executive Actions:

1. February 19, 2018 memorandum from Interim Dean Minnis, LCBAS, requesting executive action to delete MSC 2003 and MSC 3003 from the catalog.
2. February 22, 2018 memorandum from Interim Associate Dean Mitchell, CAH, requesting executive action to rename FLS 1101, FLS 1102, FLG 1101, FLG 1102, FLF 1101, FLF 1102, FLS 3010, and FLS 3000.
3. February 22, 2018 memorandum from Interim Associate Dean Mitchell, CAH, requesting executive action to change course titles and/or prerequisites for ART 2910, 2920, 3910, 3911, 3912, 3920, 3921, 3922, 4911, 4912, 4921, and 4922.
4. February 22, 2018 memorandum from Interim Associate Dean Mitchell, CAH, requesting executive action to add CMN 2500 as a prerequisite to CMN 2525.
5. February 22, 2018 memorandum from Interim Associate Dean Mitchell, CAH, requesting executive action to change the prerequisites for CMN 4420.
6. February 22, 2018 memorandum from Interim Associate Dean Mitchell, CAH, requesting executive action to delete CMN 3500, 3750, 3752, and 4850 (A and B) from the catalog.
7. February 22, 2018 memorandum from Interim Associate Dean Mitchell, CAH, requesting executive action to revise the catalog to reflect changes in the Advertising minor and Film Studies minor for course titles for CMN 2550, 3540, 4500A, 2575, and 4540 to reflect course deletions for CMN 3750 and CMN 3752.
8. February 22, 2018 memorandum from Interim Associate Dean Mitchell, CAH, requesting executive action to change the name of "Mass Communication Option: Broadcast News Concentration" to "Mass Communication Option: Broadcasting Concentration."
9. February 22, 2018 memorandum from Interim Associate Dean Mitchell, CAH, requesting executive action to change the language in the course proposals for CMN 2500, 2550, 3050, and 3520.

##### c. Committee Reports:

Dr. Ruholl informed the council that the Naming Committee voted to reject the Faculty Senate proposal to rename Lincoln and Douglas Halls.

### III. Items to Added to the Agenda:

Dr. Rhoads moved and Dr. Kronenfeld seconded the motion to add to the agenda.

1. 18-050, B.A. in Art Major: Graphic Design Option (Revised Major)
2. 18-051, B.F.A. in Art: Graphic Design Option (Revised Major)
3. 18-052, Graphic Design Minor (Revised Minor)
4. 18-053, CMN 1500: Television & Video Development (New Course)
5. 18-054, CMN 4525: Television Genres: Production & Development (New Course)
6. 18-055, CMN 4540: Production IV (Revised Course)
7. 18-056, CMN 4775: Documentary Filmmaking (New Course)
8. 18-057, B.A. in Television & Video Production (New Major)
9. 18-058, B.A. in Communication Studies (Revised Major)
10. 18-059, Broadcast Meteorology Minor (Revised Minor)
11. 18-060, B.A. in Communication Studies: Communication in Organizations (Online) Option (Revised Major)
12. 18-061, B.A. in Public Relations (Revised Major)
13. 18-062, Public Relations Minor (Revised Minor)
14. 18-063, Video Production Minor (New Minor)
15. 18-064, B.S. in Health Communication (Revised Major)
16. 18-065, RLS 4900: Independent Study in Religious Studies (New Course)
17. 18-066, HIC 2100G: Introduction to the Health & Medical Humanities (New Course)
18. 18-067, Health & Medical Humanities Minor (New Minor)
19. 18-068, B.A. in Journalism: Journalism Option, Public Affairs Reporting Option, Broadcast Journalism Option, and Sports Media Relations Option (New Majors)
20. 18-069, B.A. in Journalism (Revised Major)
21. 18-070, RN-BS in Nursing (Revised Major)

### IV. Items Acted Upon:

1. **18-039, KSS 4274: Pre-Internship and Career Development in Kinesiology & Sports Studies (New Course).**

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

Dr. Janssen Danyi moved and Dr. Wilkinson seconded the motion to approve the proposal. The motion passed unanimously as written.

2. **18-040, B.S. in Exercise Science (Revised Major).**

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

Dr. Abou-Zaid moved and Throneburg seconded the motion to approve the proposal. The motion passed unanimously as written.

3. **18-041, B.S. in Sport Management (Revised Major).**

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

Dr. Gronnvoll moved and Dr. Wilkinson seconded the motion to approve the proposal. The motion passed unanimously as written.

4. **18-042, B.S. in Exercise Science with Pre-Physical Therapy Option (New Option).**

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

Dr. Abou-Zaid moved and Dr. Kronenfeld seconded the motion to approve the proposal. The motion passed unanimously with the following revisions: Paragraph 3, strike "doctorate" and replace with "doctor;" add KSS 4274 to list of courses, and list of courses to senior year for example schedule;

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change semester hours to 102, and total credit hours to 126 for degree; correct math for sample schedule.

**5. 18-043, B.S. in Exercise Science with Pre-Occupational Therapy Option (New Option).**

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

Dr. Gronnvoll moved and Dr. Wilkinson seconded the motion to approve the proposal. The motion passed unanimously with the following revisions: page 2 change total semester hours required for degree to 121, and major hours to 94; add KSS 4274 to course list; page 3 change total credit hours to 121.

**6. 18-044, B.S. in recreation Administration: Therapeutic Recreation Option (Revised Option).**

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

Dr. Abou-Zaid moved and Dr. Janssen Danyi seconded the motion to approve the proposal. The motion passed unanimously as written.

**7. 18-045, HST 4175: Health Professions Seminar (Revised Option).**

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

Dr. Abou-Zaid moved and Dr. Kronenfeld seconded the motion to approve the proposal. The motion passed unanimously with the following revisions: Banner Coversheet #9: N/A; #12: N/A; #15.b.: add "All others;" #19: select fourth option and add HST 2250; Part I. 5.: Clarify intent of first sentence; Part II: Correct formatting; 3 & 8: specify subcategories of undergraduate learning goals.

**8. 18-046, B.S. In Health promotion: Community Health Option (Revised Option).**

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

Dr. Kronenfeld moved and Dr. Wilkinson seconded the motion to approve the proposal. The motion passed unanimously as written.

**9. 18-047, B.S. in Health Promotion: Emergency Management & Disaster preparedness Option (Revised Option).**

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

Dr. Abou-Zaid moved and Dr. Kronenfeld seconded the motion to approve the proposal. The motion passed unanimously as written.

**10. 18-048, Catalog change to accept AA or AS degrees from out-of-state universities.**

Dr. Norman and Ms. Lynch presented the proposal and answered questions of the council.

Dr. Janssen Danyi moved and Dr. Kronenfeld seconded the motion to approve the proposal. The proposal submitted to CAA underwent changes prior to the council meeting. Those changes are reflected in the approved proposal uploaded to D2L. This revised proposal passed unanimously with the following revisions: Add effective date Fall 2018.

**11. 18-049, Catalog change GPA and Intercollegiate Activities.**

Mr. Smith presented the proposal and answered questions of the council.

Dr. Abou-Zaid moved and Dr. Kronenfeld seconded the motion to approve the proposal. The motion passed unanimously as written.

**V. Discussion:**

1. Dr. Stowell shared a working draft of the Governance Revision proposal and CAA members offered feedback. Dr. Stowell will share the feedback with the ad hoc committee.

2. The council discussed potential revision of the curriculum approval process that will be implemented in tandem with the revisions to shared governance. The council members will research peer institutions to investigate other models for curriculum approval.
3. Dr. Ruholl shared questions she has been receiving from the campus community regarding the accelerated graduate program, particularly what CAA would like to see to document changes to the undergraduate catalog (if any). Dr. Ruholl will consult with CGS and report back.

**VI. Pending.**

None

**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)

**Meeting Adjournment:**

1. Dr. Gronnvoll motioned and Dr. Kronenfeld seconded the motion to adjourn the meeting. The motion was approved by acclamation.

The meeting adjourned 3:45 p.m.

The next meeting will be held at 2:00 p.m. on Thursday, March 8, 2018.

*–Minutes prepared by Dr. Marita Gronnvoll, Recording Secretary Spring 2018.*

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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 \*\*\*\*\*  
March 8, 2018  
Room 4440, Booth Library @ 2:00 p.m.