

Council on Academic Affairs
Minutes
February 18, 2021

The February 18, 2021 meeting of the Council on Academic Affairs was held virtually (synchronous) at 2 p.m. on D2L Zoom .

Members Present: Mr. Aydt, Dr. Janssen Danyi, Dr. Gronnvoll, Dr. Hung, Dr. Moh'd, Mr. Richards, Dr. Rosenstein, Dr. Ruholl, Dr. Wilkinson

Members Absent: Dr. Padmaraju

Staff Present: Mr. Brad Tolppanen

Staff Absent: Ms. Cindy Hutchison, Dr. Jay Gatrell

Guests Present: Dr. Chris Mitchell (CLAS); Dr. Patricia Fewell (TLF); Dr. Ali Moshtagh (ECN); Dr. Julie Chadd (TLF); Dr. Michael Cornebise (CLAS); Dr. David Viertel (GEO/GEG); Ms. Bethni Gill (NTR); Dr. Linda Ghent (ECN); Dr. Steven Daniels (PHY); Mr. Adam Tumino (DEN)

The meeting was called to order by Chair Danyi at 2:04 p.m.

All members present confirmed their presence and ability to hear the meeting.

I. Approval of the February 11, 2021 CAA Meeting Minutes.

Richards moved and Wilkinson seconded the motion to approve the minutes with revisions.

II. Communications:

a. College Curriculum and General Education Committee Minutes:

1. Minutes of the February 8, 2021 meeting of the Lumpkin College of Business and Technology Curriculum Committee.

b. Executive Actions:

1. February 4, 2021 memorandum from Dean Cheney requesting executive action to add HTM 3700 to the list of electives of the Hospitality and Tourism major (management and entrepreneurship options). **Danyi held action until course HTM 3700 has been approved**

c. Waiver reports:

None

d. Grade Appeals:

None

e. Committee Reports:

None

f. Other:

1. February 10, 2021 memorandum from Provost Gatrell and Dr. Stowell describing the new 25% HLC rule and providing guidance to programs and critical governing bodies.

III. Items to be Added to the Agenda:

Richardson moved and Wilkinson seconded to add 7 items to the agenda.

1. 21-033 HTM 3700 (new course)
2. 21-034 CIT 2183 (revised course)
3. 21-035 CIT 2283 (revised course)
4. 21-036 Computer and Information Technology (revised program)
5. 21-037 Geography (revised major)
6. 21-038 Geography (revised minor)
7. 21-039 Geographic Information Sciences (revised minor)

IV. Items to be Acted Upon:

1. 21-015 CTE 3405 (revised course): Moh'd moved and Gronnvoll seconded to open agenda item for discussion. Dr. Julie Chadd presented the proposal. The proposal was **approved** unanimously with revisions. (Cover sheet: correct numbering, add prerequisite under 12 CTE2000, 14b add "all others", mark "no" on course fees; Part I: OCDI statement; Part II: #3 and #8 correlate learning goals, #8 table, week 16 in outline, table with assignments need % in #8, assignments in 8 and 6 need to match)
2. 21-017 NTR 2190 (new course): Ruholl moved and Aydt seconded to move agenda item behind #9.
3. 21-018 ACE Minor (removal): Gronnvoll moved and Wilkinson seconded to open agenda item for discussion. Dr. Julie Chadd presented the proposal. The proposal was **approved** unanimously with revision. (address to CAA)
4. 21-022 Electrical Engineering (revised program): Wilkinson moved and Ruholl seconded to open agenda item for discussion. Dr. Steven Daniels presented the proposal. The proposal was **approved** unanimously as written.
5. 21-023 Geography (revised minor and major): **Withdrawn**
6. 21-024 ECN 3520 (new course): Gronnvoll moved and Ruholl seconded to open agenda item for discussion. Dr. Linda Ghent presented the proposal. The proposal was **approved** unanimously with revision. (Part II: #6 change "class participation" to "class discussion")
7. 21-025 GEO 4810 (new course): Ruholl moved and Gronnvoll seconded to **postpone** the agenda item until next meeting.
8. 21-026 CMN 4680 (new course): Rosenstein moved and Richards seconded to open agenda item for discussion. Dr. Marita Gronnvoll presented the proposal. The proposal was **approved** unanimously with revisions. (Add WI under #8 on cover sheet; add N/A under #9 course attributes; add WI #2 in model syllabus)

9. 21-027 Communication Studies (revised programs): Rosenstein moved and Wilkinson seconded to open agenda item for discussion. Dr. Marita Gronnvoll presented the proposal. The proposal was **approved** unanimously with revisions. (update heading to CAA)

10. 21-017 NTR 2190 (new course): Gronnvoll moved and Rosenstein seconded to open agenda item for discussion. Ms. Bethni Gill presented the proposal. The proposal was **approved** unanimously with revisions. (Cover sheet: correct last sentence in course description under #8, add WI to course description, 15b add "all others", #19 credit hours; Part I: cross out qualifications under #1, add justification for enrollment restrictions #3)

11. 21-028 NTR 2600 (new course): Ruholl moved and Wilkinson seconded to open agenda item for discussion. Ms. Bethni Gill presented the proposal. The proposal was **approved** unanimously as with revisions. (Cover Sheet: #12 remove "no", #13d mark "other", #15b "none" add "all others", #15a spell out major, #16 mark "may not be repeated"; Part I: #3 add justification for enrollment restrictions; Part II: Model syllabus add course # to 1)

12. 21-029 NTR 2750 (new course): Rosenstein moved and Ruholl seconded to open agenda item for discussion. Ms. Bethni Gill presented the proposal. The proposal was **approved** unanimously with revisions. (Cover Sheet: #13 add NTR 2190 as pre requisite; Part I: #3 add NTR 2190 as pre requisite; Part II: add NTR 2190 as pre requisite)

13. 21-030 NTR 4754 (new course): (note agenda was a typo of NTR 4753) Richards moved and Gronnvoll seconded to open agenda item for discussion. Ms. Bethni Gill presented the proposal. The proposal was **approved** unanimously as with revisions. (Cover Sheet: correct numbering, add percentages for hybrid delivery, #14 remove "or its equivalent", add equivalent classes by name, #16 remove students who meet pre requisite "all" under b add "none" remove "n/a", #22 mark applicable community college item; Part I: remove sentence behind "the course is used as an elective", #3 part 1 add justification for writing active; Model Syllabus #5 add weekly schedule including a finals week, #6 correct table to include graduate assignments and undergraduate assignments)

14. 21-031 Nutrition and Dietetics major (revised program): Rosenstein moved and Ruholl seconded to open the agenda item for discussion. Ms. Bethni Gill presented the proposal. The proposal was **approved** unanimously with revision. (Cover Sheet: correct header to CAA)

15. 21-032 Nutrition and Dietetics (revised minor): Rosenstein moved and Richards seconded to open agenda item for discussion. Ms. Bethni Gill presented the proposal. The proposal was **approved** unanimously with revision. (Cover Sheet: correct header to CAA)

V. Discussion Items:
None

VI. Other:

1. Danyi gave update on Naming Committee: committee meets every two weeks and will be seeking feedback soon; there will be a faculty forum in late March
2. Danyi and Ruholl met with Dr. Stowell on HLC requirements; he confirmed the 25% change in all three categories of content, delivery mode, and credit hour change are separate not cumulative.
3. Rosenstein informed the committee no submissions have been received for Faculty Laurate and asked the committee to encourage applicants.
4. Hung asked about the status of the online course proposal form; Gronnvoll stated there were issues with the form disappearing after working within it and being able to archive with it. Gronnvoll will send list of issues to Danyi and Danyi will follow up with ITS.

VII. Pending:

1. 21-007 Moratorium of course modality change

5. **Ongoing:**

None

6. **Meeting Adjournment:**

Ruholl moved and Gronnvoll seconded the motion to adjourn the meeting. The meeting adjourned at 3:28 p.m.

Minutes prepared by Stacey Ruholl, Kinesiology Sport and Recreation

Recording of the meeting: [Topic: Council on Academic Affairs](#)

[Date:Feb 18,2021 1:55 PM Central Time \(US and Canada\)](#)

[Recording-1\(330 MB\)](#)

<https://eiu.zoom.us/rec/play/kuYs7DWR9HeL79ux2IXo0UM772BzZ4qWT1nEYFQmqnz8t3rsi-Dyy5-ql-TxkVspWPI-fODFVuF0-BVy.zZAJqN5JkuNdvgr>

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