

**Council on Academic Affairs  
Minutes**

December 7, 2023

The December 7, 2023 meeting of the Council on Academic Affairs was held at 2:00 pm in Booth Library Edgar Conference Room.

**Members Present:** Ms. Juanita Cross, Dr. Julie Dietz, Dr. Stefan Eckert, Dr. Sace Elder, Dr. Marita Gronnvoll, Dr. Jeannie Ludlow, Dr. David Melton, Dr. Amy Rosenstein, Mr. Carlos Rodriguez

**Members Absent:** Dr. Billy Hung

**Staff Present:** Dr. Suzie Park, Ms. Cindy Hutchison

**Guests Present:** Dr. Jeff Stowell, Dr. Holly Farley, Dr. Mahmoud Al-Odeh

*The meeting was called to order by Chair Gronnvoll at 2:02 pm.*

**I. Approval of the November 30, 2023 CAA Meeting Minutes.**

Rosenstein moved and Cross seconded the motion to approve the minutes as written.

**II. Communications:**

**a. College Curriculum and General Education Committee Minutes:**

1. November 8, 2023 minutes of the College of Liberal Arts & Sciences Curriculum Committee meeting.
2. November 9, 2023 minutes of the College of Lumpkin College of Business & Technology Curriculum Committee meeting.

**b. Executive Actions:**

1. November 29, 2023 memorandum from Interim Provost Hendrickson, VPAA's Office, requesting executive action to eliminate transfer limitations from the undergraduate catalog.
2. November 30, 2023 memorandum from Associate Dean Cornebise, College of Liberal Arts & Sciences, requesting executive action to change the prerequisite for CSM 3870 to "a grade of 'C' or better in CSM 2670 and MAT 2345 or MAT 2800."
3. November 30, 2023 memorandum from Associate Dean Cornebise, College of Liberal Arts & Sciences, requesting executive action to remove CSM 2670 as a prerequisite for CSM 4270.
4. November 30, 2023 memorandum from Associate Dean Cornebise, College of Liberal Arts & Sciences, requesting executive action to change the prerequisite for CSM 4885 to "a grade of 'C' or better in CSM 3870." Also, move CSM 4885 to spring semester offering.
5. November 30, 2023 memorandum from Associate Dean Cornebise, College of Liberal Arts & Sciences, requesting executive action to change the prerequisites for CSM 4985 to "a grade of 'C' or better in CSM 3570, CSM 3870, and MAT 3701."
6. November 30, 2023 memorandum from Associate Dean Cornebise, College of Liberal Arts & Sciences, requesting executive action to allow MAT 1441 to be a co-requisite for MAT 2400.
7. December 1, 2023 memorandum from Interim Associate Dean Mitchell, College of Liberal Arts & Sciences, requesting executive action to add HIS 3210, HIS 4870, and HIS 4880 to the list of electives fulfilling the Inclusive History requirement for the History BA.
8. December 1, 2023 memorandum from Interim Associate Dean Mitchell, College of Liberal Arts &

Sciences, requesting executive action to remove the wording “MUS 2441 with a grade of ‘C’ or better” from the catalog description for MUS 2444: Contemporary Topics in Secondary General Music, effectively removing the required prerequisite.

9. December 1, 2023 memorandum from Interim Associate Dean Mitchell, College of Liberal Arts & Sciences, requesting executive action to change “Prerequisites & Notes” section of the catalog description for MUS 3420: Music in the Elementary Schools, from “special education” to “early childhood education,” and add “by permission of instructor.”

**c. Waiver reports:**

None

**d. Grade Appeals:**

None

**e. Committee Reports:**

1. October 17, 2023 minutes of the Gen Ed Committee (Approved)
2. November 8, 2023 minutes of the Gen Ed Committee (Approved)
3. November 17, 2023 minutes of the Gen Ed Committee (Approved)

**III. Items to be Added to the Agenda:** Melton moved and Eckert seconded to add 10 proposals to the agenda.

1. 23-104 LAS 2501G: Introduction to Latinx Studies (new course)
2. 23-105 LAS 2500G: Introduction to Latin American Studies (new course)
3. 23-106 CSM 4671: Computer Architecture (new course)
4. 23-107 CSM 4675: VLSI Design (new course)
5. 23-108 BS in Computer Engineering (new program)
6. 23-109 PSY 3805: Research Methods in Psychology (revised course)
7. 23-111 CIT 4749: Capstone Project in Computer Information Technology (revised course)
8. 23-112 Computer and Information Technology major (revised program)
9. 23-113 CIT 3523: Data Communications Technology I (revised course)
10. 23-114 CIT 3773: Database Administration (revised course)

**Items to be Acted Upon:**

1. 23-099 NUR 4530: Faith Communities and Health (new course): Melton moved and Rosenstein seconded to open the agenda item for discussion. Dr. Holly Farley presented the proposal. The proposal was unanimously approved with revisions. (Summer 2024, 15 b “all others”)
2. 23-100 NUR 3900 A, B, D, E, F: Clinical Practicum in Nursing (new course): Melton moved and Rosenstein seconded to open the agenda item for discussion. Dr. Holly Farley presented the proposal. The proposal was unanimously approved with revision. (Summer 2024, 15 b “all others”)
3. 23-101 BAAS Emergency Management (new program): Melton moved and Ludlow seconded to open the agenda item for discussion. Dr. Julie Dietz presented the proposal. The proposal was unanimously approved as written.
4. 23-102 BS Nutrition & Dietetics to BS Nutrition/Coordinated Graduate Program (revised program): Edkert moved and Melton seconded to open the agenda item for discussion. Dr. Julie Dietz presented the proposal. The proposal was unanimously approved with revision. (Typo in first paragraph)
5. 23-103 BAAS in Applied Engineering (new program): Ludlow moved and Dietz seconded to open the agenda item for discussion. Dr. Mahmoud Al-Odeh presented the proposal. The proposal was unanimously approved with revision. (Add approved date by curriculum committee)

**IV. Discussion Items:**

Gronnvoll shared memo from the Provost's office. Process for reviewing admissions applicants with a felony conviction or dismissal from a previous institution for disciplinary reasons has been revised. Gronnvoll will share memo with faculty senate and invite provost to attend a meeting to answer questions that arose during the meeting.

**V. Other:**

Gronnvoll said CAA will not meet next week due to final exams.

Gronnvoll noted Nora Heist, chair of the Gen Ed Committee is doing a fabulous job in her role as chair.

**VI. Pending:**

None

**VII. Meeting Adjournment:**

Melton moved and Rosenstein seconded the motion to adjourn the meeting. The meeting adjourned at 3:10 pm.

*Minutes prepared by Ms. Cindy Hutchison*