

**Council on Academic Affairs**  
**Minutes**  
*November 8, 2018*

The November 8, 2018 meeting of the Council on Academic Affairs was held at 2:00 p.m. in Booth Library Room 4440.

**Members Present:** Mr. Aydt, Dr. Collins-Ayanlaja, Dr. Janssen Danyi, Ms. Gordon, Dr. Gronnvoll, Dr. Kronenfeld, Dr. Rosenstein, Dr. Ruholl, , Dr. Wilkinson

**Members Absent:** Dr. Throneburg

**Staff Present:** Interim Associate Vice President for Academic Affairs, Dr. Kattenbraker

**Guests Present:** Dr. Dietz (HPR), Dr. Eydt-Beebe (FLG), Ms. Schwartz (DEN).

*The meeting was called to order by Chair Gronnvoll at 2:00 p.m.*

**I. Approval of the October 25, 2018 CAA Meeting Minutes.**

Kronenfeld moved and Janssen Danyi seconded the motion to approve the minutes.

**II. Communications:**

**a. College Curriculum Committee Minutes:**

1. Minutes of the November 2, 2018 College of Sciences Curriculum Committee meeting.
2. Minutes of the October 29, 2018 College of Health & Human Services Curriculum Committee meeting.

**b. Executive Actions:**

1. October 24, 2018 memorandum from Interim Associate Dean Mitchell, CLAS, requesting executive action to add HIS 3255 to the list of approved courses for the Premodern Global Studies Minor.
2. October 25, 2018 memorandum from Interim Dean Lord, CHHS, requesting executive action to change the course prefixes for the Health Promotion department courses from HST to HPR.
3. October 29, 2018 memorandum from Interim Dean Lord, CHHS, requesting executive action to change the names of the following programs: From: BS in Family & Consumer Sciences: Family Services Option, To: BS in Human Services Program Administration; From: Family & Consumer Sciences Minor, To: Human Services Program Administration Minor; From: MS in Family & Consumer Sciences, To: MS in Human Services Program Administration.

*The council discussed this item in regards to the council bylaws which state that only minor changes to programs are permitted by executive action. Chair Gronnvoll to seek clarification about this item from Dr. Lord.*

**III. Items to be Added to the Agenda:**

Ruholl moved and Rosenstein seconded to add the following items to the agenda:

1. 18-100, NTR 3500: Professional Focus on Nutrition and Dietetics (new course).
2. 18-101, BS in Nutrition and Dietetics (Request for Reasonable & Moderate Extension).
3. 18-090, English curriculum change (revised major)
4. 18-091, Professional Writing minor, (revised minor)
5. 18-092, ENG 4273: Applied Project in Professional Writing (new course)

6. 18-093, Catalog revision regarding proficiency exam timing
7. 18-094, BA World Languages and Cultures (revised major)
8. 18-095, Department of Health Promotion Departmental Honors Program
9. 18-096, HPR 4444: Health Promotion Honors Independent Study (new course)
10. 18-097, HPR 4555: Health Promotion Honors Research (new course)
11. 18-098, HPR 4644: Health Promotion Honors Thesis/Capstone (new course)

#### **IV. Items to be Acted Upon:**

*Collins-Ayanlaja moved and Rosenstein seconded to waive the bylaws to allow the council to act on item 18-095.*

1. 18-095, Department of Health Promotion Departmental Honors Program. Janssen Danyi moved and Ruholl seconded to open the discussion of the proposal. Dr. Dietz presented the proposal and answered questions of the council.  
**The proposal was approved** unanimously.

*Carson moved and Aydt seconded to waive the bylaws to allow the council to act on items 18-096, 18-097, and 18-098.*

2. 1. 18-096, HPR 4444: Health Promotion Honors Independent Study (new course). Ruholl moved and Kronenfeld seconded to open the discussion of the proposal. Dr. Dietz presented the proposal and answered questions of the council.  
**The proposal was approved** unanimously.
3. 18-097, HPR 4555: Health Promotion Honors Research (new course). Janssen Danyi moved and Gordon seconded to open the discussion of the proposal. Dr. Dietz presented the proposal and answered questions of the council.  
**The proposal was approved** unanimously. with minor revisions.
4. 18-098, HPR 4644: Health Promotion Honors Thesis/Capstone (new course). Rosenstein moved and Janssen Danyi seconded to open the discussion of the proposal. Dr. Dietz presented the proposal and answered questions of the council.  
**The proposal was approved** unanimously.

#### **V. Discussion:**

Next week's meeting (November 15) will be held in the Edgar Room of the Booth Library.

#### **VII. Other** none

#### **VII. Pending:**

1. 18-087, BS in Hospitality and Tourism (new major)
2. 18-06, BS in Nutrition and Dietetics (Request for Reasonable & Moderate Extension)

#### **VIII. 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:**

Aydt motioned and Carson seconded the motion to adjourn the meeting.

The meeting adjourned at 2:30 pm

*Minutes prepared by Dr. Richard Wilkinson, Vice-Chair and Recording Secretary, Fall 2018*

