

**Council on Academic Affairs**  
**Minutes**  
*November 15, 2018*

The November 15, 2018 meeting of the Council on Academic Affairs was held at 2:00 p.m. in Booth Library Edgar Room.

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

**Members Absent:** Dr. Ruholl

**Staff Present:** none

**Guests Present:** Dr. Carlos Amaya (FLG), Dr. Melanie Burns (NTR), Ms. Amy Lynch (Registrar), Dr. Chris Mitchell (CLAS), Dr. Kristin Routt (FLG), Ms. Schwartz (DEN), Dr. Mikki Sherwood (HSL), Dr. Angela Vietto (ENG).

*The meeting was called to order by Chair Gronnvoll at 2:03 p.m.*

**I. Approval of the November 8, 2018 CAA Meeting Minutes.**

Janssen Danyi moved and Gordon seconded the motion to approve the minutes with revisions.

**II. Communications:**

**a. College Curriculum Committee minutes:**

1. Minutes of the November 6, 2018 Lumpkin College of Business and Technology Curriculum Committee meeting.
2. Minutes of the October 31, 2018 College of Arts and Humanities Curriculum Committee.

**b. Executive Actions:**

1. November 7, 2018 memorandum from Interim Dean Lord requesting executive action to revise the Financial Literacy minor. **ITEM PULLED BY DEAN LORD, 11/14/18**
2. November 7, 2018 memorandum from Interim Dean Lord requesting executive action revise the Human Service Program Administration major as follows: Change the minimum GPA from 2.0 to 2.5, revise the course prefix, title, and credit hours for FCS 4275, and modify the course prefixes, titles, and numbers for several FCS courses. **REVISING FCS 2831 TO HSL 3831 REQUIRES A COURSE REVISION PROPOSAL**
3. November 7, 2018 memorandum from Interim Dean Lord requesting executive action to revise the course description, credit hours, prerequisites, and enrollment restrictions for NTR 4275.
4. November 7, 2018 memorandum from Interim Dean Lord requesting executive action to cross-list HST 2800 with HSL 2800 and change the course prerequisites for HST 2800.

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

Rosenstein moved and Gordon seconded to add the following item to the agenda:

1. 18-099, Meeting and Event Management Minor (new minor)

### IV. Items to be Acted Upon:

1. 18-100 (previously numbered #18-05), NTR 3500: Professional Focus on Nutrition and Dietetics (new course). Kronenfeld moved and Aydt seconded to open discussion of the proposal. Dr. Burns presented the proposal and answered questions of the council. The proposal, with revisions, was **approved** unanimously
2. 18-090, English curriculum change (revised major). Gordon moved and Collins-Ayanlaja seconded to open the discussion of the proposal. Dr. Vietto presented the proposal and answered questions of the council. The proposal was **approved** unanimously
3. 18-091, Professional Writing minor (revised minor). Gordon moved and Throneburg seconded to open the discussion of the proposal. Dr. Vietto presented the proposal and answered questions of the council. The proposal was **approved** unanimously
4. 18-092, ENG 4273: Applied Project in Professional Writing (new course). Janssen Danyi moved and Rosenstein seconded to open the discussion of the proposal. Dr. Vietto presented the proposal and answered questions of the council. The proposal, with revisions, was **approved** unanimously
5. 18-093, Catalog revision regarding proficiency exam timing. Gordon moved and Aydt seconded to open the discussion of the proposal. Ms. Lynch presented the proposal and answered questions of the council. The proposal was **approved** unanimously
6. 18-094, BA World Languages and Cultures (revised major). Rosenstein moved and Janssen Danyi seconded to open the discussion of the proposal. Dr. Routt presented the proposal and answered questions of the council. The proposal was **approved** unanimously

### V. Discussion:

Gronnvoll provided that the next meeting of curriculum body chairs will be after the Thanksgiving break.

### VII. Other: none

### VII. Pending:

At the request of the VPAA office, the following proposals will be acted upon at the same meeting with proposals from HSL and FMD.

1. 18-087, BS in Hospitality and Tourism (new major)
2. 18-101, 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 Kronenfeld seconded the motion to adjourn the meeting.

The meeting adjourned at 2:47 pm

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