

**Council on Academic Affairs
Minutes**

March 7, 2024

The March 7, 2024, meeting of the Council on Academic Affairs was held at 2:00 pm in Booth Library Witters Conference Room.

Members Present: Ms. Juanita Cross, Dr. Stefan Eckert, Dr. Sace Elder, Dr. Aimee Janssen-Robinson, Dr. Marita Gronnvoll, Dr. Billy Hung, Ms. Ty Rae, Dr. Amy Rosenstein

Members Absent: Dr. Jeannie Ludlow

Staff Present: Dr. Suzie Park, Ms. Patty Watson

Guests Present: Christobal Dominguez, Dr David Melton, Dr. Mamoud Al-Odeh, Dr. Lisa Brooks, Dr. Mike Cornebise, Gabe Grant, Dr. Steve Daniels, Dr. Moath Jarrah

The meeting was called to order by Chair Gronnvoll at 2:00 pm.

I. Approval of the February 29, 2024 CAA Meeting Minutes.

Elder moved and Janssen-Robinson seconded the motion to approve the minutes as written.

II. Communications:

a. College Curriculum and General Education Committee Minutes:

None

b. Executive Actions:

1. February 23, 2024 memorandum from Dean Cheney, Lumpkin College of Business & Technology, requesting executive action to revise the course titles, description, or prerequisites for DGT 3003, DGT 4783, DGT 4794, DGT 4913, EGT 1303, EGT 1323, EGT 3414. In addition, requesting executive action to change the prefix for the following courses from EGT to TEC: EGT 1303, EGT 1323, EGT 3414, and EGT 2004G.
2. February 29, 2024 memorandum from Dean Storsved, College of Health & Human Services, requesting executive action to revise the course prerequisites for KSR 3900.

c. Waiver reports:

None

d. Grade Appeals:

None

e. Committee Reports:

1. January 29, 2024 minutes of the General Education Committee.

III. Items to be Added to the Agenda:

None

IV. Items to be Acted Upon:

Gronnvoll suggested due to the numbering of the items that #2 and #3 be switched and #3 be acted on before #2. Elder made a motion to do this, and Eckert seconded it.

1. 24-044 EEN 4430: Analog and Digital Communication Theory and Systems (new course). Eckert moved and Janssen-Robinson seconded to open the agenda item for discussion. Dr. Moath Jarrah presented the proposal. The proposal was unanimously approved as amended.
2. 24-046 EEN 4330: Introduction to Embedded Systems Design (new course). Eckert moved and Cross seconded to open the agenda item for discussion. Dr. Moath Jarrah presented the proposal. The proposal was unanimously approved as amended.
3. 24-045 B.S. in Electrical Engineering (revised program). Eckert moved and Rae seconded to open the agenda item for discussion. Elder suggested tableing the item due to no one available to present it.
4. 24-047 B.S. in Digital Media Technology (revised program). Eckert moved and Janssen-Robinson seconded to open the agenda item for discussion. Jay Grabiec presented the proposal. The proposal was unanimously approved as written.
5. 24-048 Digital Media Technology minor (revised program). Eckert moved and Janssen-Robinson seconded to open the agenda item for discussion. Jay Grabiec presented the proposal. The proposal was unanimously approved as written.
6. 24-049 Meeting and Event Management minor (revised program). Eckert moved and Hung seconded to open the agenda item for discussion. Dr. Lisa Brooks presented the proposal. The proposal was unanimously approved as amended.
7. 24-050 Business Administration minor (revised program). Eckert moved and Janssen-Robinson seconded to open the agenda item for discussion. Dr. Lisa Brooks presented the proposal. The proposal was unanimously approved as amended.
8. 24-051 B.S. in Hospitality and Tourism (revised program). Eckert moved and Cross seconded to open the agenda item for discussion. Dr. Lisa Brooks presented the proposal. The proposal was unanimously approved as amended.
9. 24-045 B.S. in Electrical Engineering (revised program). Eckert moved and Rae seconded to open the agenda item for discussion. Dr. Steve Daniels presented the proposal. The proposal was unanimously approved as amended.

V. Discussion Items:

1. Faculty Laureate Committee – Elder has volunteered to assist Rosenstein, Rae, and Crandall on the faculty laureate committee. Discussion ensued regarding the timing of when the call for nominations goes out next year and the question came up, can you receive it more than once?

VI. Other:

None

VII. Pending:

None

VIII. Meeting Adjournment:

Elder moved and Eckert seconded the motion to adjourn the meeting. The meeting adjourned at 2:55 pm.

Minutes prepared by Ms. Patty Watson