

Council on Academic Affairs
Minutes
October 10, 2019

The October 10, 2019 meeting of the Council on Academic Affairs was held at 2:00 p.m. in Room 4440 of Booth Library.

Members Present: Mr. Aydt, Dr. Danyi, Dr. Gronnvoll, Dr. Hung, Ms. Khamisani, Dr. Ruholl, Dr. Throneburg, Dr. Wilkinson, Dr. Padmaraju, Dr. Rosenstein

Members Absent: None

Staff Present: Assistant Vice President for Academic Affairs, Mr. Jason Hood, Ms. Hutchison

Guests Present: Ms. Logan Raschke (DEN), Mr. Kevin Doolen (THA), Dr. Chris Mitchell (CLAS), Dr. Angela Vietto (ENG), Dr. Katie Shaw (ART)(FMD), Mr. Chris Kahler (ART), Dr. Melinda Mueller (PLS), Dr. Ryan Burge (PLS), Dr. Marshall Lassak (MAT), Dr. David Smith (HIS)

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

I. Approval of the September 26, 2019 CAA Meeting Minutes.

Ruholl moved and Wilkinson seconded the motion to approve the minutes.

II. Communications:

a. College Curriculum Committee Minutes:

1. September 11, 2019 minutes of the College of Liberal Arts and Sciences Curriculum Committee meeting
2. September 23, 2019 minutes of the College of Education Curriculum Committee meeting

b. Executive Actions:

1. September 25, 2019 memorandum from Dean Cheney, LCBT, requesting executive action to revise guidelines for the accelerated graduate program for MS in Cybersecurity to include MIS majors.
2. September 25, 2019 memorandum from Dean Cheney, LCBT, requesting executive action to change the prerequisite for EGT 1303 to include "or by equivalent placement."
3. September 25, 2019 memorandum from Dean Cheney, LCBT, requesting executive action to update prerequisites to include new prefix (EGT 3063), and change restriction to both EGT majors and minors.
4. September 16, 2019 memorandum from Interim Associate Dean Cornebise, CLAS, requesting executive action to allow listed online courses to be open to on campus as well as off campus students based on departmental need.
5. September 26, 2019 memorandum from Interim Associate Dean Cornebise, CLAS, requesting executive action to change the title of BIO 3400: Methods of Teaching

Biological Sciences in High School to BIO 3400: Methods of Teaching Biological Sciences in Middle and High School.

6. September 26, 2019 memorandum from Interim Associate Dean Cornebise, CLAS, requesting executive action to change the title of PHS 2400 Methods of Teaching Physical Sciences to PHS 3400 Methods of Teaching Physical Sciences in Middle and High School.
7. September 27, 2019 memorandum from Dean Cheney, LCBT, requesting executive action to revise the elective list for the Engineering Technology major.

c. **Waiver reports:**

None

d. **Grade Appeals:**

None

e. **Committee Reports:**

1. Update on Assessment Practices Review Committee: Gronnvoll reported the task is complete and the report is with the Provost; when she receives feedback from the Provost office she will share it with the CAA Committee

III. Items to be Added to the Agenda:

**With the late arrival of some of these items from the curriculum committee, the chair called for a motion to add these items to the agenda and act upon them at the October 10, 2019 meeting. Padmaraju moved and Hung seconded the motion to add the following items to the agenda and Padmaraju moved and Rosenstein seconded the motion to act upon them at the October 10, 2019 meeting.

1. 19-096, THA name change (new proposal)
2. 19-097, CSM 3870: Data Structures (revised course)
3. 19-098, PLS 3263: The Politics of War & Conflict (new course)
4. 19-099, GEO 2200: History of the Earth (new course)
5. 19-100, Geology Major (revised proposal)
6. 19-101, Geology Minor (revised proposal)
7. 19-102, PLS 3773: Religion & Politics in the US (new course)
8. 19-103, HIS 3200: Islamic History: From Origins to the 14th Century (revised course)
9. 19-104, HIS 4275: Pre-Professional Internship (new course)
10. 19-105, English Studies Minor (new proposal)
11. 19-106, FMD 3838: Apparel Development and Design (revised course)
12. 19-107, FMD 4772: Sustainability and Social Change in Fashion (revised course)
13. 19-108, FMD major (revised proposal)
14. 19-109, FMD minor (revised proposal)

IV. Items to be Acted Upon:

1. **19-096, THA name change (new proposal).**

Wilkinson moved and Rosenstein seconded to open discussion of the proposal. Mr. Kevin Doolan presented the proposal and answered questions of the council. The proposal, with the following revisions, was **approved** unanimously: add start date SP20; add departmental approval date 8/15/19.

2. **19-097, CSM 3870: Data Structures (revised course).**
Rosenstein moved and Ruholl seconded to open discussion of the proposal. Dr. Lassak presented and answered questions of the council. The proposal, with the following revisions, was **approved** unanimously: Part 2.3 clarify learning objective; correct college curriculum committee approval date to 9/11/19.
3. **19-098, PLS 3263: The Politics of War & Conflict (new course).**
Khamisani moved and Ruholl seconded to open discussion of the proposal. Dr. Melinda Mueller presented and answered questions of the council. The proposal was **approved** unanimously as written.
4. **19-099, GEO 2200: History of the Earth (new course).**
Ruholl moved and Rosenstein seconded to open discussion of the proposal. Dr. Chris Mitchell presented and answered questions of the council. The proposal, with the following revisions, was **approved** unanimously: Part 2.3 redefine learning objectives with learning goals.
5. **19-100, Geology Major (revised proposal).**
Ruholl moved and Khamisani seconded to open discussion of the proposal. Dr. Chris Mitchell presented and answered questions of the council. The proposal was **approved** unanimously as written.
6. **19-101, Geology Minor (revised proposal).**
Ruholl moved and Khamisani seconded to open discussion of the proposal. Dr. Chris Mitchell presented and answered questions of the council. The proposal was **approved** unanimously as written.
7. **19-102, PLS 3773: Religion & Politics in the US (new course).**
Ruholl moved and Rosenstein seconded to open discussion of the proposal. Dr. Ryan Burgh presented and answered questions of the council. The proposal was **approved** unanimously as written.
8. **19-103, HIS 3200: Islamic History: From Origins to the 14th Century (revised course).**
Wilkinson moved and Aydt seconded to open the discussion of the proposal. Dr. David Smith presented and answered questions of the council. The proposal, with the following revisions, was **approved** unanimously: Add “Early” to title “Early Islamic History”; Part 2.5 make course outline topical – strike page number’s; add final week; Part 2.8 include percentages; add college curriculum committee approval date 9/11/19.
9. **19-104, HIS 4275: Pre-Professional Internship (new course).**
Padmaraju moved and Ruholl seconded to open the discussion of the proposal. Dr. David Smith presented and answered questions of the council. The proposal, with the following revisions, was **approved** unanimously: Part 2.8 remove learning objectives repeated grid.

10. **19-105, English Studies Minor (new proposal).**

Khamisani moved and Rosenstein seconded to open the discussion of the proposal. Dr. Angela Vietto presented and answered questions of the council. The proposal, with the following revisions, was **approved** unanimously: Add start date SP20, add "Approved by CAA" date.

11. **19-106, FMD 3838: Apparel Development and Design (revised course).**

Ruholl moved and Wilkinson seconded to open discussion of the proposal. Mr. Chris Kahler and Dr. Katie Shaw presented and answered questions of the council. The proposal, with the following revisions, was **approved** unanimously: On cover page under Instructional delivery mark lecture/lab combined; Part 1.3 include prerequisites; Part 2.7 correct grading scale – change A = 90% - 100%.

12. **19-107, FMD 4772: Sustainability and Social Change in Fashion (revised course).**

Ruholl moved and Rosenstein seconded to open the discussion of the proposal. Mr. Chris Kahler and Dr. Katie Shaw presented and answered questions of the council. The proposal, with the following revisions, was **approved** unanimously: Part 2.8 course objectives – include undergrad and graduate percentages.

13. **19-108, FMD major (revised proposal).**

Padmaraju moved and Rosenstein seconded to open the discussion of the proposal. Mr. Chris Kahler and Dr. Katie Shaw presented and answered questions of the council. The proposal, with the following revisions, was **approved** unanimously: Add start date SP20; add description of changes and rationale.

14. **19-109, FMD minor (revised proposal).**

Ruholl moved and Padmaraju seconded to open the discussion of the proposal. Mr. Chris Kahler and Dr. Katie Shaw presented and answered questions of the council. The proposal, with the following revisions, was **approved** unanimously: Add start date SP20, add description of changes and rationale.

V. **Discussion items:**

1. **CAA policy for action item:**

Gronnvoll requested feedback from the committee concerning the rush to approve agenda items this week due to the Curriculum Chairs delay in putting forth items for the agenda in a timely manner. Discussion ensued and was decided Gronnvoll will draft a letter with hard deadlines for Jason Hood to send out to all faculty from the VPAA office. If problem persists, committee will consider revising the Bylaws.

VI. **Other:**

1. Gronnvoll stated Gen Ed Committee is not subject to open meetings and do not have to publish agendas or minutes; they do not make policy only put forth suggestions to CAA. First meeting will be October 18.

VII. Pending:
None

VIII. Meeting Adjournment:

Aydt moved and Rosenstein seconded the motion to adjourn the meeting. The meeting adjourned at 3:32 pm.

Minutes prepared by Cindy Hutchison, Academic Affairs