

**Council on Academic Affairs**  
**Minutes**  
August 25, 2022

The August 25, 2022 meeting of the Council on Academic Affairs was held at 2:02 pm in Booth Library Witters Conference Room.

**Members Present:** Ms. Juanita Cross, Dr. Sace Elder, Dr. Marita Gronnvoll, Dr. Abdul Moh'd, Dr. Jeannie Ludlow, Dr. Amy Rosenstein,

**Members Absent:** Dr. Billy Hung

**Staff Present:** Ms. Cindy Hutchison, Mr. Brad Tolppanen

**Guests Present:** Dr. Jay Gatrell (VPAA), Dr. Jill Bowers (CHHS), Ms. Janet Fopay (CHHS)

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

**I. Approval of the May 5, 2022 CAA Meeting Minutes.**

Moh'd moved and Rosenstein seconded the motion to approve the minutes as written.

**II. Communications:**

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

1. May 3, 2022 College of Health & Human Services Curriculum Committee minutes.

**b. Executive Actions:**

1. June 21, 2022 memorandum from Acting Dean Hendrickson, CHHS, requesting executive action to update the course description of HSL 3220 to reflect the required changes to the Gateways to Opportunities credentials.

**c. Waiver reports:**

1. CHHS Undergraduate Academic Waiver report, Spring/Summer 2022.

**d. Grade Appeals:**

1. May 5, 2022 CLAS Grade Appeal report, Spring 2022.

**e. Committee Reports:** None

**III. Items to be Added to the Agenda:** None

**IV. Items to be Acted Upon:** None

**V. Discussion Items:**

1. Rosenstein agreed to serve as Vice Chair of CAA for the Fall 2022 semester
2. Elder agreed to serve as CAA representative on the Booth Collaborative Advisory Committee
3. Gronnvoll set revising the academic handbook for AY2022-23 as a goal for this year's CAA
4. General Education Committee – 5 members needed: Ludlow agreed to serve as CAA representative (Vacant: COE, LIB, CHHS, Critical Thinking Learning Goal)
5. Gronnvoll shared Faculty Senate is working to fill the two vacancies on the CAA committee; Student Government has not selected their representative yet.

**VI. Other:** Dr. Gatrell gave university wide update

**VII. Meeting Adjournment:**

Elder moved and Moh'd seconded the motion to adjourn the meeting. The meeting adjourned at 2:41 pm.

*Minutes prepared by Cindy Hutchison*