

**Council on Academic Affairs  
Minutes**

December 5, 2024

The December 5, 2024, meeting of the Council on Academic Affairs was held at 2:00 pm in Booth Library Witters Conference Room.

**Members Present:** Dr. Chris Becker, Ms. Juanita Cross, Dr. Stefan Eckert, Dr. Sace Elder, Dr. Marita Gronnvoll, Dr. Billy Hung, Dr. Aimee Janssen-Robinson, Dr. Jeannie Ludlow, Ms. Ty Rae, Dr. Sham'ah Md.-Yunus

**Members Absent:** none

**Staff Present:** Ms. Patty Watson

**Guests Present:** Christobal Dominquez, Chris Laingen, Michael Gillespie, Paul Brown, Julie Dietz, Nichole Mulvey, Austin Cheney, and Nichole Hugo virtually.

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

**I. Approval of the November 7, 2024 CAA Meeting Minutes.**

Gronnvoll moved and Eckert seconded the motion to approve the minutes as written.

**II. Communications:**

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

Minutes of the October 2 and October 23, 2024 College of Liberal Arts and Sciences Curriculum Committee meetings.

**b. Executive Actions:**

- i. November 8, 2024 memorandum from Associate Dean Mitchell, College of Liberal Arts & Sciences, requesting executive action to add "online delivery" modality to ART 3200 and ART 3201.
- ii. November 8, 2024 memorandum from Associate Dean Mitchell, College of Liberal Arts & Sciences, requesting executive action to change the "Prerequisites and Notes" accompanying WLS 3012 Medical Spanish for Health Care and Allied Fields to allow majors to receive credit for both WLS 3000 and WLS 3012.
- iii. November 8, 2024 memorandum from Associate Dean Mitchell, College of Liberal Arts & Sciences, requesting executive action to change the catalog description of the "Minors in World Languages and Cultures" to clarify that minors cannot count both WLS 3000 and WLS 3012 toward completion of the Spanish Minor.
- iv. November 13, 2024 memorandum from Associate Dean Cornebise, College of Liberal Arts & Sciences, requesting executive action to change the term MAT 4830 is offered from "spring" to "on demand."
- v. November 14, 2024 memorandum from Dean Cheney, Lumpkin College of Business and Technology, requesting executive action to add CTE: Business Education to the list of majors permitted to enroll in MGT 3830.
- vi. November 14, 2024 memorandum from Dean Cheney, Lumpkin College of Business and Technology, requesting executive action to change the titles of eight BUS courses and one

MBA course to reflect changes in business terminology; no additional changes in course descriptions were requested.

- vii. November 14, 2024 memorandum from Dean Cheney, Lumpkin College of Business and Technology, requesting executive action to change the prefix of two TEC courses to ATD to make these courses consistent with the MS in ATD program.
- viii. November 15, 2024 memorandum from Associate Dean Mitchell, College of Liberal Arts & Sciences, requesting executive action to remove CMN 3980 as a prerequisite to CMN 3982.

**c. Waiver reports:**

None

**d. Grade Appeals:**

None

**e. General Education Committee Minutes:**

- i. GEC minutes, October 15, 2024
- ii. GEC minutes, October 29, 2024

**f. Committee Reports:**

- 1. Elder reported the General Education committee has completed their syllabus review. They would like to hold off submitting their executive summary until after the spring semester, so they have more data to report.
- 2. Gronnvoll reported the ADA steering committee met today and they are working on compliance, but their concern is how to support adjuncts. FDIC is willing to help if needed.

**g. Other business:**

**III. Items to be added to the agenda:**

- 1. 24-087 NUR 3120, New course
- 2. 24-088 NUR 3250, New course
- 3. 24-089 NUR 3290, New Honors course
- 4. 24-090 NUR 3999A, B,D,E,F New Honors course
- 5. 24-091 NUR 4355, New capstone course
- 6. 24-092 NUR 4444, New Honors course
- 7. 24-093 NUR 4555, New Honors course
- 8. 24-094 NUR 4644, New Honors capstone course
- 9. 24-095 SON New Departmental Honors proposal
- 10. 24-096 Traditional BSN Program, Direct Entry Option None

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

- 1. 24-077 Revision of required syllabus statements. Hung moved and Janssen-Robinson seconded to open the agenda item for discussion. Dr. Ryan Hendrickson presented the proposal. The proposal was unanimously approved as written.
- 2. 24-078 GEO 3065, New course. Janssen-Robinson moved and Becker seconded to open the agenda item for discussion. Dr. Chris Laingen presented the proposal. The proposal was unanimously approved with revisions.
- 3. 24-079 BS GEG, Human Option, Rev'd program. Eckert moved and Janssen-Robinson seconded to open the agenda item for discussion. Dr. Chris Laingen presented the proposal. The proposal was unanimously approved as written.

4. 24-080 BS GEG, Physical option, Rev'd program. Eckert moved and Janssen-Robinson seconded to open the agenda item for discussion. Dr. Chris Laingen presented the proposal. The proposal was unanimously approved as written.
5. 24-081 GIS Minor, Rev'd program. Becker moved and Eckert seconded to open the agenda item for discussion. Dr. Chris Laingen presented the proposal. The proposal was unanimously approved as written.
6. 24-082 BSB Business Admin Program Change proposal. Eckert moved and Hung seconded to open the agenda item for discussion. Eckert moved and Hung seconded to open the agenda item for discussion. Mr. Paul Brown presented the proposal. The proposal was approved as written with one abstention.
7. 24-083 HTM 2740, Rev'd course. Eckert moved and Janssen-Robinson seconded to open the agenda item for discussion. Dr. Nichole Hugo presented the proposal. The proposal was approved with revisions.
8. 24-084 PUBH & HEA limit course completion attempts. Eckert moved and Becker seconded to open the agenda item for discussion. Dr. Julie Dietz presented the proposal. The proposal was approved with a vote of 8-2 with revisions.
9. 24-085 VDS 3450, NEW course. Janssen-Robinson moved and Cross seconded to open the agenda item for discussion. Dr. Nichole Mulvey presented the proposal. The proposal was unanimously approved with revisions.
10. 24-086 CDS 4275, New Course. Becker moved and Eckert seconded to open the agenda item for discussion. Dr. Nichole Mulvey presented the proposal. The proposal was unanimously approved with revisions.

**V. Discussion Items:**

1. Hung noted further discussion is needed about classes that get frequent repeats and should a limit be put on them. It was suggested a policy change might be needed and the VPAA office should do that. Ludlow will speak with Dr. Suzie Park and question if accrediting bodies have any influence on how many times a class can be taken.

**VI. Other:**

None

**VII. Pending:**

None

**VIII. Meeting Adjournment:**

Gronnvoll moved and Elder seconded the motion to adjourn the meeting. The meeting adjourned at 3:21 pm.

*Minutes prepared by Ms. Patty Watson*