

**Council on Academic Affairs**  
**Minutes**  
April 14, 2022

The April 14, 2022 meeting of the Council on Academic Affairs was held at 2:00 pm in Booth Library Witters Conference Room.

**Members Present:** Ms. Cross, Dr. Elder, Dr. Hung, Dr. Moh'd, Dr. Ruholl, Dr. Wilkinson Dr. Gronnvoll, Dr. Rosenstein

**Members Absent:** Dr. Padmaraju, Mr. Karki

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

**Guests Present:** Ms. Madelyn Kidd (DEN), Mr. Robb LeCates (Den), Ms. Megan Cotner (PUBH), Dr. Mikki Sherwood (HSCL)

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

**I. Approval of the April 7, 2022 CAA Meeting Minutes.**

Elder moved and Hung seconded the motion to approve the minutes as written.

**II. Communications:**

**a. College Curriculum and General Education Committee Minutes:** None

**b. Executive Actions:**

1. April 7 2022 memorandum from Acting Dean Hendrickson requesting executive action to revise perquisites for CDS 2800.
2. April 7 2022 memorandum from Acting Dean Hendrickson requesting executive action to revise the prerequisites and notes for NTR 4758.

**a. Waiver reports:** None

**b. Grade Appeals:** None

**c. Committee Reports:**

1. General Education (Elder): Committee would welcome a proposal from the Science Chairs for a catalog change.
2. Naming (Wilkinson): none
3. Textbook Rental Advisory (Rosenstein, Zeller): Shared minutes from meeting; textbook vs ebook was discussed.
4. Faculty Laureate (Rosenstein): Mr. Brian Mann awarded Faculty Laureate for 2022-2023
5. Achievement and Contribution Award: Moh'd and Gronnvoll are eligible and willing to serve as CAA appointee.

**d. Other:**

1. April 11 request support for teach out options: Tolppanen presented the provosts motion for teach out. The committee is in support of the motion. Elder motioned and Rosenstein seconded to add the motion as an action be voted on at the next meeting.

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

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

1. 22-089; HHS 3000 (new course): Gronnvoll moved and Rosenstein seconded to open the agenda item for discussion. Dr. Mikki Sherwood and Ms. Megan Cotner presented the proposal. The proposal was approved unanimously with revision. (Banner Cover Sheet: #17 add "3" and remove N/A)

**V. Discussion Items:** None

**VI. Other:**

- Wilkinson shared a list of departmental seminar courses approved as a replacement for senior seminar; list will be posted in D2L under General Education and Learning Goals.
- Wilkinson updated committee on progress of fillable course proposal form; requested the table on Part II #8 be removed from the form; committee was in favor.
- Wilkinson reminded the committee a chair and vice chair are needed for next year; Gronnvoll agreed to be nominated to serve as chair.

**VII. Meeting Adjournment:**

Ruholl moved and Gronnvoll seconded the motion to adjourn the meeting. The meeting adjourned at 2:46 p.m.

*Minutes prepared by Cindy Hutchison*