

## Council on Academic Affairs Minutes

August 24, 2023

The August 24, 2023 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. Sace Elder, Dr. Marita Gronnvoll, Dr. Jeannie Ludlow, Dr. Stefan Eckert, Ms. Nidhi Patel, Dr. David Melton, Dr. Billy Hung (2.08 pm arrival)

**Members Absent:** Dr. Amy Rosenstein

**Staff Present:** Ms. Cindy Hutchison, Dr. Suzie Park

**Guests Present:** Dr. Bob Klein (TLF), Dr. Ryan Hendrickson (VPAA)

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

### I. Approval of the April 27, 2023 CAA Meeting Minutes.

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

### II. Communications:

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

None

#### b. Executive Actions:

1. May 22, 2023 memorandum from Interim Associate Dean Mitchell, College of Liberal Arts & Sciences, requesting executive action to change the name of the course JOU 4770 from "News Media Opinion Writing and Editing" to "News Media Opinion Writing."

#### c. Waiver reports:

None

#### d. Grade Appeals:

None

#### e. Committee Reports:

Ludlow shared that the General Education Committee met over the summer and worked on a first draft of general education courses

### III. Items to be Added to the Agenda: Melton moved and Ludlow seconded to add 1 proposal to the agenda.

1. 23-090 WLS 4592: Survey of Early Spanish-American Literature Honors (new course)

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

### V. Discussion Items:

1. CAA membership and Vice Chair election: Jeannie Ludlow self-nominated to serve as vice chair and the nomination was approved by acclamation.

2. Gen Ed Committee changes: Gronnvoll shared there is no longer a General Education Coordinator, and the committee will need to elect a chair. Gronnvoll will meet with the committee after the CAA Bylaws are voted

on.

3. Upcoming Bylaw vote: Gronnvoll shared the revised Bylaws will be posted in the CAA D2L in the next week for members to review prior to them being voted on at next week's meeting to be added as an agenda item.

**VI. Other:**

Gronnvoll stated her goals for CAA this academic year are to revise and resurrect the CAA handbook and add General Education to the CAA website.

**VII. Pending:**

1. 23-088 CAA Bylaw revisions

**VIII. Meeting Adjournment:**

Ludlow moved and Elder seconded the motion to adjourn the meeting. The meeting adjourned at 2:33 pm.

*Minutes prepared by Ms. Cindy Hutchison*