

**Council on Academic Affairs  
Minutes**

August 22, 2024

The April 22, 2024, 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. Stefan Eckert, Dr. Sace Elder, Dr. Aimee Janssen-Robinson, Dr. Marita Gronnvoll, Dr. Jeannie Ludlow, Ms. Ty Rae, Dr. Billy Hung, Dr. Sham'ah Md.-Yunus

**Members Absent:** none

**Staff Present:** Ms. Patty Watson

**Guests Present:** Christobal Dominguez, Nick Shaw, Christiane Eydt-Beebe and Vanesa Landrus

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

**I. Approval of the April 25, 2024 CAA Meeting Minutes.**

Eckert moved and Gronnvoll seconded the motion to approve the minutes as written, Md.-Yunus abstained.

**II. Communications:**

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

None

**b. Executive Actions:**

1. August 13, 2024 memorandum from Dean Storsved, College of Health and Human Services, requesting executive action to change the prerequisites for: KSR 4764 to remove BUS 3010; and KSR 4765 to remove BUS 3100/BUS 3470. The BUS courses will remain degree requirements but will no longer be prerequisites.
2. August 13, 2024 memorandum from Dean Storsved, College of Health and Human Services, requesting executive action to change the prerequisites for: NUR 3813 to replace "PUBH 2800 (or equivalent)" with "NUR 3100." The PUBH course no longer exists and will be replaced by NUR 3100 in the traditional nursing program curriculum.

**c. Waiver reports:**

CHHS Waiver Report for Spring/Summer 2024

**d. Grade Appeals:**

None

**e. General Education Committee Minutes:**

None

**f. Committee Reports:**

None

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

None

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

1. 24-053 BA in Theatre (revised program) Hung moved and Elder seconded to open the agenda item for discussion. The proposal was unanimously approved with the change of effective date to Spring 2025.
2. 24-054 WLS 3592: Spanish American Women's Novel, Honors (new course) Eckert moved and Gronnvoll seconded to open the agenda item for discussion. The proposal was unanimously approved with the change of effective date to Spring 2025.

**V. Discussion Items:**

1. Michael Gillespie and Ludlow will be working on revising the directions for completing the Course Proposal form. Ludlow will bring a draft back to the committee for input.
2. Hung noted that the Provost had sent out a memo stating that all teaching materials must be ADA compliant by Fall of 2026. He suggested with the update to the directions for completing the Course Proposal Form being updated maybe the form should be as well adding a check box or something indicating the course is ADA compliant.

**VI. Other:**

1. We need a representative from the CAA committee to be on the Gen Ed Committee. Elder volunteered.
2. CAA vacancy: LCBT representative, with term to expire 2026. Watson has been contacted by someone who has volunteered, a vote needs to be done and he can be added to the committee.

**VII. Pending:**

None

**VIII. Meeting Adjournment:**

Elder moved and Gronnvoll seconded the motion to adjourn the meeting. The meeting adjourned at 2:31 pm.

*Minutes prepared by Ms. Patty Watson*