

**Council on Academic Affairs**  
**Minutes**  
*September 20, 2018*

The September 20, 2018 meeting of the Council on Academic Affairs was held at 2:00 p.m. in the Edgar Room, Booth Library.

**Members Present:** Mr. Aydt, Dr. Carole Collins-Ayanlaja, Dr. Janssen Danyi, Ms. Gordon, Dr. Gronnvoll, Dr. Kronenfeld, Dr. Ruholl, Dr. Throneburg, Dr. Wilkinson

**Members Absent:** Dr. Rosenstein

**Staff Present:** Interim Associate Vice President for Academic Affairs, Dr. Kattenbraker

**Guests Present:** Ms. Schwartz (DEN)

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

**I. Approval of the September 13, 2018 CAA Meeting Minutes.**

Ruholl moved and Janssen Danyi seconded the motion to approve the minutes, with two misspelled names to be corrected.

**II. Communications:**

**a. College Curriculum Committee Minutes:**

1. Minutes of the September 10 College of Education Curriculum Committee meeting.

**b. Executive Actions:**

1. September 13, 2018 memorandum from Interim Associate Dean Mitchell, CLAS, requesting executive action to change initial offering term for WST 4310 from Fall 2019 to Spring 2019.

**III. Discussion:**

1. CAA electronic course proposal form development update. Gronnvoll reported that Nate Atkinson (IT) and Melissa Gordon (VPAA office) continued to develop the electronic course proposal process. Gronnvoll to pilot test it with CMN courses this semester.
2. Faculty Senate proposal for changes to CAA, CGS, and COTE. Gronnvoll reported that she, Throneburg, and Wilkinson attended the Faculty Senate meeting on September 18 and that it appeared that the faculty senate was in support of leaving the relationship between the three CAA, CGS and COTE relatively unchanged. Since that meeting, notice had been provided that the Faculty Senate will have a resolution introduced to change CAA, CGS, and COTE (and CFR) to be "committees of the faculty senate." Gronnvoll urged the council to attend the October 2 Faculty Senate if possible.
3. Gen Ed committee update. Gronnvoll reported that she, Throneburg, and Wilkinson meet with Dr. Grant Sterling on September 19 2018 to discuss the general education committee in regards to realignment, as CLAS will have about 90% of all gen ed courses. Sterling to meet with Provost Gatrell to discuss the role and start of the General Education Coordinator and the development of the gen ed committee, and report back to Gronnvoll. Gronnvoll reported that she will also attend the meeting with Provost Gatrell. Kattenbraker reported that the CAA is responsible for extending the general education course moratorium, as it is set to expire in December.

Dr. Carole Collins-Ayanlaja joined the meeting at 2:30 pm.

**IV. Items to be Added to the Agenda:**

Kronenfeld motioned and Gordon seconded to add the following items to the agenda for the September 27 2018 CAA meeting:

1. 18-080, Elimination of Senior Institution Requirement (New Proposal)
2. 18-081, Minor in Computer Science (New Minor)

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

None

**VI. Program review presentations:**

- a. October 26: B.S. in Chemistry
- b. November 2: B.S. in Geography
- c. November 2: B.S. in Geology
- d. November 9: B.S. in Engineering Cooperative

**VII. Pending:**

None

**VIII. Ongoing:**

1. Multi-year plan regarding the University Learning Goals (For details concerning the plan, see agenda Item 13-83, CAA Learning Goals Committee's Recommendations & Resolution, which was approved by CAA at its 4/25/13 Meeting)

**Meeting Adjournment:**

Ruholl motioned and Aydt seconded the motion to adjourn the meeting.

The meeting adjourned at 2:40 p.m.

*Minutes prepared by Dr. Richard Wilkinson, Vice-Chair and Recording Secretary, Fall 2018*