

**Council on Academic Affairs**  
**Minutes**  
March 3, 2022

The March 3, 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. Gronnvoll, Dr. Hung, Dr. Moh'd, Dr. Padmaraju, Dr. Ruholl, Dr. Wilkinson, Mr. Karki-left meeting @ 3:15 pm break

**Members Absent:** Dr. Elder, Dr. Rosenstein

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

**Staff Absent:** None

**Guests Present:** Ms. Madelyn Kidd (DEN), Dr. Stephen Kozlowski (BUS), Ms. Maranda Schaljo (KSR), Dr. Mark Kattenbraker (KSR), Dr. Julie Dietz (PH&N), Dr. Krystal Lynch (PH&N), Dr. Chris Mitchell (CLAS), Dr. Shellie Gregorich (MUS), Dr. Jennifer Brown (MUS), Dr. Claudia Danyi (CMN & JOU), Dr. Matt Gill (CMN & JOU), Dr. Chris Kahler (ART), Mr. Alan Pocaro (ART), Dr. Nichole Mulvey (CDS), Dr. Mark Bayer (BUS); Dr. Ensung Kim (JOU)

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

**I. Approval of the February 24, 2022 CAA Meeting Minutes.**

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

**II. Communications:**

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

None

**b. Executive Actions:**

1. February 17 2022 memorandum from Interim Dean Mitchell requesting executive action to revise the list of electives by adding CMN 3982 to the Public Relations major and minor; and CMN 4900 for the Public Relations major and Communication in Organizations major.

2. February 22 2022 memorandum from Acting Dean Hendrickson requesting executive action to revise the perquisites for KSR 4460.

**c. Waiver reports:**

None

**d. Grade Appeals:**

None

**e. Committee Reports:**

1. General Education (Elder): none
2. Naming (Wilkinson): none
3. Text Book Rental Advisory (Rosenstein, Zeller): None
4. Faculty Laureate (Rosenstein): None
5. Achievement and Contribution Award: None

**f. Other:**  
None

**III. Items to be Added to the Agenda:** Padmaraju moved and Gronnvoll seconded to add 1 item to the agenda.

1. 22-079; NTR 1190 (new course)

**IV. Items to be Acted Upon:** *Note that the CAA bylaws [VII.4.c.(1)] allow for a vote by electronic ballot or roll call ballot, or by recorded show of hands. A recorded show of hands will be utilized at this meeting to expedite the process, due to the high number of proposals to be acted upon.*

**Padmaraju moved and Moh'd seconded to open the following 6 agenda items.**

1. 22-029; KSR 1310 (course revision): Dr. Stacey Ruholl presented the proposal. The proposal was approved unanimously as written.
2. 22-030; KSR 1600 (course revision): Dr. Stacey Ruholl presented the proposal. The proposal was approved unanimously as written.
3. 22-031; KSR 1692 (course revision): Dr. Stacey Ruholl presented the proposal. The proposal was approved unanimously as written.
4. 22-032; KSR 4274 (course revision): Dr. Stacey Ruholl presented the proposal. The proposal was approved unanimously as written.
5. 22-033; KSR 4440 (course revision): Dr. Stacey Ruholl presented the proposal. The proposal was approved unanimously as written.
6. 22-034; KSR 4450 (course revision): Dr. Stacey Ruholl presented the proposal. The proposal was approved unanimously with revisions. (Banner cover sheet #5 3-2-4, #8 "apparently healthy"; Part I #2 "and to correct the credit hours"; Part II #2 "apparently healthy")

**Padmaraju moved and Gronnvoll seconded to open the following 6 agenda items.**

7. 22-035; Exercise Science: Pre-Occupational Therapy Option (program revision): Dr. Stacey Ruholl presented the proposal. The proposal was approved unanimously with revisions. (Semester hours required for major "90-91")
8. 22-036; Exercise Science: Pre-Physical Therapy Option (program revision): Dr. Stacey Ruholl presented the proposal. The proposal was approved unanimously with revisions. (Semester hours required for major "103"; KSR 4450 "4 credits")

9. 22-037; Exercise Science (program revision): Dr. Stacey Ruholl presented the proposal. The proposal was approved unanimously with revisions. (Semester hours required for major "60-63", KSR 4450 "4 credits")

10. 22-038; Nutrition and Dietetics minor (program revision): Dr. Julie Dietz and Dr. Krystal Lynch presented the proposal. The proposal was approved unanimously with revision. (Remove honors section)

11. 22-039; NTR 4940 (course revision): Dr. Julie Dietz and Dr. Krystal Lynch presented the proposal. The proposal was approved unanimously with revision. (#15 "all and none")

12. 22-040; NTR 4758 (new course): Dr. Julie Dietz and Dr. Krystal Lynch presented the proposal. The proposal was approved unanimously with revisions. (#15 "all/none"; Part I remove "x" from elective in minor)

**Padmaraju moved and Moh'd seconded to open the following 6 agenda items.**

13. 22-041; NTR 4752 (course revision): Dr. Julie Dietz and Dr. Krystal Lynch presented the proposal. The proposal was approved unanimously as written.

14. 22-042; NTR 1121 (course revision): Dr. Julie Dietz and Krystal Lynch presented the proposal. The proposal was approved unanimously with revisions. (Repeat once for credit; Part I licensure required, #15 "all/none", #17 "2")

15. 22-043; NTR 1120G (course revision) – send to General Education Committee: Dr. Julie Dietz and Dr. Krystal Lynch presented the proposal. The proposal was approved unanimously with revisions. (Remove G; hours per week 2-2-3, #15 "all/none", remove reference to 1120G)

16. 22-044; Nutrition and Dietetics (program revision): Dr. Julie Dietz and Dr. Krystal Lynch presented the proposal. The proposal was approved unanimously with revisions. (Remove honors section; remove 1190, G and 1120G references)

17. 22-045; Film Studies minor (program revision): Dr. Chris Mitchell presented the proposal. The proposal was approved unanimously as written.

18. 22-046; MUS 1102 (new course): Dr. Shellie Gregorich and Dr. Jennifer Brown presented the proposal. The proposal was approved unanimously with revisions. (#17 "1", Part I correct formatting, add justification for enrollment restrictions)

**Moh'd moved and Ruholl seconded to open the following 6 agenda items.**

19. 22-047; MUS 3581 (course revision): Dr. Shellie Gregorich and Dr. Jennifer Brown presented the proposal. The proposal was approved unanimously with revisions. (Enrollment restrictions "all/none", #19 mark 3 & 4, add justification for prerequisite)

20. 22-048; MUS catalog language (revision): Dr. Shellie Gregorich and Dr. Jennifer Brown presented the proposal. The proposal was approved unanimously with revision. (Correct typo under date approved by CGS should be CAA)

21. 22-049; MUS Open Studies Concentration (program revision): Dr. Shellie Gregorich and Dr. Jennifer Brown presented the proposal. The proposal was approved unanimously with revision. (Correct typo under date approved by CGS should be CAA)

22. 22-050; MUS with Performance Option (program revision): Dr. Shellie Gregorich and Dr. Jennifer Brown presented the proposal. The proposal was approved unanimously with revision. (Correct typo under date approved by CGS should be CAA)

23. 22-051; MUS Teacher Licensure Option (program revision – sent to COTE)

24. 22-052; CMN 3100 (course revision): Dr. Marita Gronnvoll presented the proposal. The proposal was unanimously approved with revisions. (Remove chapters from model syllabus; add undergraduate learning goals to 3<sup>rd</sup> objective)

**Moh'd moved and Padmaraju seconded to open the following 6 agenda items.**

25. 22-053; CMN 3270 (course revision): Dr. Marita Gronnvoll presented the proposal. The proposal was unanimously approved as written.

26. 22-054; CMN 3982 (new course): Dr. Claudia Danyi presented the proposal. The proposal was unanimously approved as written.

27. 22-055; CMN 4650 (course revision): Dr. Marita Gronnvoll presented the proposal. The proposal was unanimously approved with revision. (#5 "0" lab hours, 3-0-3)

28. 22-056; CMN 4680 (course revision): Dr. Marita Gronnvoll presented the proposal. The proposal was unanimously approved with revisions. (Remove word "invited"; week 16 – remove finals week)

29. 22-057; CMN 4900 (new course): Dr. Marita Gronnvoll presented the proposal. The proposal was unanimously approved with revisions. (Add "or" to prerequisite; Part I needs rationale for prerequisite)

30. 22-058; CMN Strategic Social Media Communication (new minor): Dr. Claudia Danyi presented the proposal. The proposal was unanimously approved as written.

**Gronnvoll moved and Moh'd seconded to open the following 6 agenda items.**

31. 22-059; CMN 4950 (course revision): Dr. Marita Gronnvoll presented the proposal. The proposal was unanimously approved as written.

32. 22-060; CDS 4690 (course revision): Padmaraju moved and Moh'd seconded to move agenda item until presenter arrived for meeting. Dr. Nichole Mulvey presented the proposal. The proposal was approved unanimously with revisions. (#17 "3"; #6 honor lab)

33. 22-061; ART 1749 (new course): Dr. Chris Kahler presented the proposal. The proposal was approved unanimously with revisions. (Add prerequisite; add online component; add learning objectives to model syllabus; #5 weekly outline; #7 grading scale; #8 table formatting; Part I enrollment restrictions need justification)

34. 22-062; BA ART History Option (program revision): Dr. Chris Kahler presented the proposal. The proposal was approved unanimously with revisions. (Correct spelling of World Languages)

❖ Committee took a break @ 3:15 and resumed at 3:25 – CAA member Prabin Karki took leave and was absent from the remainder of the meeting.

35. 22-063; BA ART Graphic Design Option (program revision): Dr. Chris Kahler and Mr. Alan Pocaro presented the proposal. The proposal was approved unanimously with revisions. (Correct spelling of ART; correct total semester hours; 1b "or")

36. 22-064; BFA Art Graphic Design Option (program revision): Dr. Chris Kahler and Mr. Alan Pocaro presented the proposal. The proposal was approved unanimously with revisions. (Correct spelling of ART; correct font in formatting; correct 1b; correct total semester hours)

**Padmaraju moved and Moh'd seconded to open the following 6 agenda items.**

37. 22-065; BA ART Studio Art Option (program revision): Dr. Chris Kahler and Mr. Alan Pocaro presented the proposal. The proposal was approved unanimously with revisions. (Correct formatting; remove "or" from list of courses, confirm total semester hours)

38. 22-066; BFA ART Studio Art Option (program revision): Dr. Chris Kahler and Mr. Alan Pocaro presented the proposal. The proposal was approved unanimously with revisions. (Remove "or" from list of courses; ART 1739 should be 1 credit; confirm total semester hours)

39. 22-067; Fashion Merchandising (program revision): Dr. Chris Kahler and Mr. Alan Pocaro presented the proposal. The proposal was approved unanimously with revisions. (Clarify the "or" courses)

40. 22-068; MGT 4760 (new course): Dr. Mark Bayer presented the proposal. The proposal was approved unanimously with revision. (#5 hours per week 3-0-3)

41. 22-069; Management Major (program revision): Dr. Mark Bayer presented the proposal. The proposal was approved unanimously as written.

42. 22-070; Management Minor (program revision): Dr. Mark Bayer presented the proposal. The proposal was approved unanimously as written.

**Moh'd moved and Ruholl seconded to open the following 6 agenda items.**

43. 22-071; Human Resource Management Minor (program revision): Dr. Mark Bayer presented the proposal. The proposal was approved unanimously as written.

44. 22-072; ACC 4760 (new course): Dr. Stephen Kozlowski presented the proposal. The proposal was approved unanimously with revisions. (#9 "n/a", 3-0-3; "all/none"; justification "n/a")

45. 22-073; JOU 2101 (course revision): Dr. Ensung Kim presented the proposal. The proposal was approved unanimously with revisions. (#17 "3", learning goals and table; #8 Gen. Ed. "n/a"; correct formatting)

46. 22-074; JOU 2902 (new course): Dr. Ensung Kim presented the proposal. The proposal was approved unanimously as written.

47. 22-075; JOU 4420 (new course): Dr. Ensung Kim presented the proposal. The proposal was approved unanimously with revisions. (Mark remove credit hours; #15 "all/none", Part I #3 remove restriction "n/a"; weekly outline #16 finals week)

48. 22-076; JOU 4730 (new course): Dr. Ensung Kim presented the proposal. The proposal was approved unanimously with revisions. (#13 JOU 3000 & 3970; hours 3-0-3; Finals week #16; Part 1 #3 prerequisites)

**Moh'd moved and Gronnvoll seconded to open the following 2 agenda items.**

49. 22-077; Journalism major (program revision): Dr. Ensung Kim presented the proposal. The proposal was approved unanimously as written.

50. 22-078; Journalism minor (program revision): Dr. Ensung Kim presented the proposal. The proposal was approved unanimously as written.

**V. Discussion Items:**

None

**VI. Other:**

None

**VII. Pending:**

1. 21-104, BS in Health Sciences (new degree)

**VIII. Ongoing:**

None

**IX. Meeting Adjournment:**

Gronnvoll moved and Moh'd seconded the motion to adjourn the meeting. The meeting adjourned at 4:08 p.m.

*Minutes prepared by Cindy Hutchison*