

**Council on Academic Affairs  
Minutes**

February 6, 2025

The February 6, 2025, meeting of the Council on Academic Affairs was held at 2:00 pm in Booth Library Witters Conference Room.

**Members Present:** Dr. Chris Becker, Ms. Juanita Cross, Dr. Stefan Eckert, Dr. Sace Elder, Dr. Marita Gronnvoll, Dr. Billy Hung, Dr. Aimee Janssen-Robinson, Dr. Jeannie Ludlow Ms. Ty Rae, Dr. Sham'ah Md.-Yunus

**Members Absent:** None

**Staff Present:** Ms. Patty Watson, Dr. Suzie Parks

**Guests Present:** Kathleen O'Rourke and Jill Bowers

*The meeting was called to order by Chair Ludlow at 2:05 pm.*

**I. Approval of the January 30, 2024 CAA Meeting Minutes.**

Eckert moved and Md-Yunus seconded the motion to approve the minutes as amended.

**II. Communications:**

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

Minutes of the December 4, 2025 College of Liberal Arts and Sciences Curriculum Committee meeting.

**b. Executive Actions:**

1. January 28, 2025 memorandum from Dean Cheney, Lumpkin College of Business and Technology, requesting executive action to change the course prerequisites and notes for BUS 3500, 3710, and 3470.
2. January 27, 2025 memorandum from Dean Storsved, College of Health and Human Services, requesting executive action to delete two courses from the HSL curriculum and to eliminate major restrictions in most HSL courses in order to facilitate double-majoring or minoring in Human Services.

**c. Waiver reports:**

None

**d. Grade Appeals:**

Grade appeal report, Fall 2024, College of Liberal Arts and Sciences

**e. General Education Committee Minutes:**

None

**f. Committee Reports:**

None

**g. Other business:**

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

1. 25-030 Cybersecurity and Risk Management Minor program revision
2. 25-031 Management Information Systems Minor Program revision

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

1. 25-024 Aging Studies Minor program revisions. Becker moved and Elder seconded to open the agenda item for discussion. Dr. Kathleen O-Rourke presented the proposal. The proposal was unanimously approved as written.
2. 25-025 BS in Human Services program revisions. Janssen-Robinson moved and Eckert seconded to open the agenda item for discussion. Dr. Jill Bowers presented the proposal. The proposal was unanimously approved with revisions.
3. 25-026 Early Childhood Program Administration Minor revisions. Eckert moved and Janssen-Robinson seconded to open the agenda item for discussion. Dr. Jill Bowers presented the proposal. The proposal was unanimously approved with revisions.
4. 25-027 HSL 3850-new course. Janssen-Robinson moved and Becker seconded to open the agenda item for discussion. Dr. Jill Bowers presented the proposal. The proposal was unanimously approved with revisions.
5. 25-028 HSL 3853-revised course. Hung moved and Becker seconded to open the agenda item for discussion. Dr. Jill Bowers presented the proposal. The proposal was unanimously approved with revisions.
6. 25-029 HSL 4859-revised course. Eckert moved and Hung seconded to open the agenda item for discussion. Dr. Jill Bowers presented the proposal. The proposal was unanimously approved as written.

**V. Discussion Items:**

A Faculty Laureate committee needs to be selected. Ludlow asked for volunteers and Becker, Elder and Rae will be the committee along with last year's winner if she is willing.

Hung brought up a student issue he has been asked to deal with and wondered if any other committee member had any similar experiences.

**VI. Other:**

Reminder that item 25-023 HIS\_TL major revisions proposal was removed from the CAA agenda on 1/31/25 because that item falls under the purview of COTE, as per the Curriculum Change Chart and CAA Bylaws.

**VII. Pending:**

None

**VIII. Meeting Adjournment:**

Eckert moved and Gronnvoll seconded the motion to adjourn the meeting. The meeting adjourned at 2:56 pm.

*Minutes prepared by Ms. Patty Watson*