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**COUNCIL ON ACADEMIC AFFAIRS**  
**August 20, 2015, Meeting Minutes**  
**1:30 p.m.**  
**Martin Room, Coates Building**

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Members Present: Ed Davis, Tina Davis, Laurence Hayes, Minh Nguyen, Lynnette Noblitt, Shirley O'Brien, Gene Palka\*, Rose Perrine, Jerry Pogatshnik, Sherry Robinson, Karin Sehmman, Judy Short, Janna Vice

Members Absent: Laurie Carter (represented by Gene Palka), Donna Corley (represented by Matthew Howell), Vic Kappeler (represented by Nancye Davis), Brett Morris\*, Benton Shirey, Kelly Smith (represented by Victoria Koger).

Non-Members Present: Nancye Davis, Anna Dixon, Matthew Howell, Victoria Koger, Candace Tate, TanLee Wasson.

Provost Vice called the Council on Academic Affairs to order at 1:31 p.m.

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Approval of the Minutes from May 21, 2015: **Approved**

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***Curriculum Action Items***

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**Honors Program**

**Program Revision**

<b>Approved</b>	<b>Honors Program GPA Requirement</b> Add the updated minimum GPA standards policy to the Undergraduate Catalog	<b>EFFECTIVE TERM</b> <b>FALL 2015</b>
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**University Programs**

**Program Revisions**

<b>Approved</b>	B.A. General Studies, General and Professional Tracks General Track: Remove Exit Requirement	<b>FALL 2015</b>
<b>Approved</b>	Professional Track: Remove Paraeducation Tracks	<b>FALL 2015</b>
<b>Approved</b>	Undeclared – Student Major Designation Change label of “Undeclared” to “Exploratory” for students who do not yet have a major	<b>FALL 2016</b>

## *Curriculum Information Items*

1. **Board of Regents Approval** – All April CAA items on the Board of Regents agenda for June were approved at the Board meeting on June 22, 2015, and included in the 2015-16 *Undergraduate Catalog*. The Board of Regents agendas and minutes can be accessed online at <http://regents.eku.edu/agendas-0>
2. **CAA Workgroup** – A workgroup was formed to review the CAA process and discuss criteria for curriculum submissions. The workgroup will provide a recommendation at the CAA meeting in October, 2015. Workgroup members include Tina Davis, Registrar; Dr. Sherry Robinson, Vice Provost; Tanlee Wasson, Assistant Vice President for Institutional Effectiveness; Dr. Jerry Pogatshnik, Dean of the Graduate School.
3. **CAA Meeting Calendar, 2015-16 Academic Year**: the Calendar is included in this CAA packet and accessible online at: <http://caa.eku.edu/2015-2016-academic-affairs-calendar>
4. **Curriculum Mapping for Programs** – Tanlee Wasson provided a sample pre-populated template for curriculum mapping of programs for preview. At the upcoming Assurance of Learning Day on September 25, 2015, a curriculum map will be submitted for every program.
5. **CAA Executive Summary** for Department Chairs – An executive summary of each CAA meeting will be compiled and distributed to Department Chairs by Ms. Candace Tate, Office of the Provost, to summarize the substantive discussions and actions of the Council.

The meeting of the Council on Academic Affairs was adjourned at 2:29 p.m.