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**COUNCIL ON ACADEMIC AFFAIRS**  
**January 21, 2016, Meeting Minutes**  
**1:30 p.m.**  
**Martin Room, Coates Building**

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Members Present: Ed Davis, Tina Davis, Minh Nguyen, Lynnette Noblitt, Shirley O'Brien, Gene Palka, Rose Perrine, Jerry Pogatshnik, Gary Potter, Sherry Robinson, Karin Sehmman, Benton Shirey, Judy Short, Kelly Smith, Sebastian Torres (SGA Representative), Janna Vice, Tanlee Wasson.

Members Absent: Laurie Carter, Donna Corley, Brett Morris, Sheila Pressley.

Non-Members Present: Faye Deters (for Laurence Hayes), Anna Dixon, Rita Downing, Ginni Fair, Alana Ghent, Sherry Harrel, Barbara Kent, Pat Litzelfelner, Karen Maloley, Beth McCoy, Amy Milcznski, Sonia Smith, Julie Spease.

The Provost called the meeting to order at 1:35 p.m.

Approval of the Minutes from November 19, 2015: **Approved**

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***Policy and Processes Action Item***

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Approved

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|  | 1. Course by Special Arrangement Form<br><i>Approved with amendment: added the statement "Priority is given to students who require the course to graduate."</i> | Office of the Registrar |
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Approved

- |  |  |                         |
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|  | 2. Independent Study Proposal Process and Form<br><i>Approved with noted edits: Faculty Supervisor signature line will be replaced by signature line for Department Chair or Program Director. Per the Registrar, add a line to write in the course and the course it's substituting. Note that an Independent Study course can never be used to substitute for a General Education requirement.</i> | Office of the Registrar |
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***Policy and Processes Discussion Items***

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|  | 1. Transcript Notations: Expulsion Language<br><i>This item will return in February for action by the Council.</i>   | Office of the Registrar      |
|  | 2. New CAA Form: Routine Curriculum Change Form for Consent Agenda<br><i>Transition to the new curriculum form will occur in February and March CAA meetings.</i>  | Office of the Registrar      |
|  | 3. New CAA Process, Council of Deans Report<br><i>Colleges and Departments should discuss required resources for proposed new programs and new courses before proposals are reviewed by the College Curriculum Committee. This administrative and College-level process will assist in preparing the necessary supporting documentation before proposals come forward to CAA. Deans indicated they want to see the same or similar information for pre-review as is required by the pre-review process for New Programs.</i> | Vice Provost Sherry Robinson |

**Routine Curriculum Proposals: Consent Agenda**

**College of Education**

American Sign Language and Interpreter Education

**Course Revisions**

APPROVED

ITP 215W Professional Issues in Interpreting – *remove a prerequisite course that is no longer offered; update other prerequisites and grade requirements; update course description*

EFFECTIVE  
FALL 2016

Curriculum and Instruction

**Course Revisions**

APPROVED

EDF 310 Transition to Education - *Update course description to identify specific course equivalencies which would require a transfer candidate to enroll in EDF 310 during their first semester at EKU.*

EFFECTIVE  
FALL 2016

APPROVED

EMG 806 Reading Instruction in the Middle School – *Update course description to add a requirement of a minimum of 10 clinical hours.*

EFFECTIVE  
FALL 2016

**College of Arts and Sciences**

Anthropology, Sociology and Social Work

**Course Revisions**

APPROVED

SWK 310 Social Welfare Policy History – *remove POL 101 prerequisite and update the “credit not awarded” statement*

EFFECTIVE  
FALL 2016

APPROVED

SWK 310W Social Welfare Policy History - *remove POL 101 prerequisite and update the “credit not awarded” statement*

EFFECTIVE  
FALL 2016

Biological Sciences

**Course Revisions**

APPROVED

BIO 305 Biology of Sex – *do not allow course to apply to Major or Minor requirements in Biological Sciences.*

EFFECTIVE  
FALL 2016

Geosciences

**Course Revisions**

APPROVED

GEO 302 Global Environmental Problems - *Add GEO 110 as an option for introductory geography prerequisite.*  
GEO 321 Urban Geography - *Add as prerequisites an introductory geography course and completion of Gen Ed Element 1B.*  
GEO 322 - World Geopolitics - *Add as prerequisites an introductory geography course and completion of Gen Ed Element 1B.*  
GEO 343 - Geography of Kentucky - *Add GEO 110 as an option for introductory geography prerequisite.*  
GEO 347 - Regional Geography: \_\_\_\_\_ - *Add GEO 110 as an option for introductory geography prerequisite.*  
GEO 405 - Issues in Travel and Tourism - *Add as prerequisites an introductory geography course and completion of Gen Ed Element 1B.*  
GEO 430 - Sustainability in Appalachia (cross-listed as APP 430 and ENV 430) - *Add GEO 110 as an option for introductory geography prerequisite. NOTE: curriculum forms for cross-listed courses are included below under the University Programs agenda.*  
GEO 450 - Field Studies - *Add GEO 110 as an option for introductory geography prerequisite.*  
GEO 455 - GIS Cartography - *Add GEO 110 as an option for introductory geography prerequisite.*  
GEO 456 - Remote Sensing - *Add GEO 110 as an option for introductory geography prerequisite; change; change course scheduling from Fall (I) to as needed (A).*

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FALL 2016

**Routine Curriculum Proposals: Consent Agenda continued**

**College of Arts and Sciences continued**

**Course Drop**

APPROVED

GEO 330 Economic Geography

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FALL 2016

Government

**Course Revisions**

APPROVED

POL 847 Strategic Planning and Grant Writing - *Change the course title and description of POL 847/847S from Strategic Planning & Grant Writing to Grant Writing; revise course description to more accurately reflect course content.*

EFFECTIVE  
FALL 2016

APPROVED  
APPROVED

POL 847S Strategic Planning and Grant Writing – *revise as indicated for POL 847 above.*

EFFECTIVE  
FALL 2016

POL 875 - Public Sector Organizations and Management - *Change the course title and Description of POL 875 from Public Sector Organizations and Management to Organization Theory; revise description to accurately reflect course content.*

EFFECTIVE  
FALL 2016

History

**Editorial Changes**

APPROVED  
APPROVED

Minor in History – *correct program display errors and punctuation.*

EFFECTIVE  
FALL 2016

HIS 100 Topics to 1500: \_\_\_\_\_ - *correct the course title to that which was originally proposed to CAA on 11/20/14: World Topics to 1500.*

EFFECTIVE  
FALL 2016

**University Programs**

Appalachian Studies

Note: The following proposals are being submitted due to changes to cross-listed courses on the College of Arts and Sciences agenda.

**Course Revision**

APPROVED

APP 430 Sustainability in Appalachia (cross-listed as GEO 430 and ENV 430) – *add GEO 110 as an option for an introductory geography prerequisite. Add schedule types.*

EFFECTIVE  
FALL 2016

Environmental Sustainability and Stewardship

**Course Revisions**

APPROVED

ENV 302 Global Environmental Problems (cross-listed as GEO 302) – *add GEO 110 as an option for Prerequisite*

EFFECTIVE  
FALL 2016

APPROVED

ENV 430 Sustainability in Appalachia (cross-listed as APP 430 and GEO 430) - *add GEO 110 as an option for an introductory geography prerequisite. Add schedule types.*

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FALL 2016

**Consent Agenda concluded. The Substantial Curriculum Proposals Agenda begins on the next page.**

## Substantial Curriculum Proposals

### College of Education American Sign Language and Interpreter Education

#### Course Revisions

- APPROVED ITP 310 Professional Relationship Ethics I – *revise course title to Decision Making and Ethics I; Change credit hours from 1 to 3, adding more material and combining two courses to become one; revise course description.* EFFECTIVE FALL 2016
- APPROVED ITP 410 Professional Relationship Ethics II – *revise course title to Decision Making and Ethics II; Change credit hours from 2 to 1; revise course description.* EFFECTIVE FALL 2016
- APPROVED ITP 480 Interactive Interpreting II – *change course number to 440; Revise course to focus more on interactive/dialogic interpreting; revise prerequisites: remove ITP 320; add ITP 340.* EFFECTIVE FALL 2016

#### Special Education

- APPROVED **New Courses** – Approved pending submission of Program-Related Student Learning Outcomes. Office of the Registrar will request required documents from the department.
- SED 584 Math Interventions for Students with Disabilities EFFECTIVE FALL 2016
- SED 784 Math Interventions for Students with Disabilities EFFECTIVE FALL 2016
- SED 820 Multi-Tier Mathematics and Reading Instruction for General and Special Education EFFECTIVE FALL 2016

### College of Arts and Sciences

#### Anthropology, Sociology, and Social Work

#### Program Revision

- APPROVED Bachelor of Social Work in Social Work (B.S.W.) - *Increase Core Course Requirements from 48 to 51 hours; remove POL 101 from Supporting Course Requirements, allow SOC 400 to count towards GE-Element 6, and reduce hours from 9 to 6; revise Free Electives language to include “and Social Work.”* PENDING Faculty Senate and Board of Regents Approval

#### Biological Sciences

#### Program Revisions

- APPROVED Bachelor of Science in Biology - *Suspend the Concentrations in Pre Medical, Pre Veterinary and Microbial, Cellular and Molecular Biology (MCMB).* PENDING Faculty Senate and Board of Regents Approval
- APPROVED WITH AMENDMENTS Bachelor of Science in Biomedical Sciences – *add CIP Code; add language regarding equivalent SAT score; strike language regarding academic probation; add PHI 383W; ~~remove PSY 280 and 308.~~* PENDING Faculty Senate and Board of Regents Approval
- Approved with amendment to proposal and curriculum form. PSY 280 and 308 will remain in the Concentration as originally created when the program was proposed in 2015. Council member Dr. Rose Perrine noted the importance of these courses in preparing for the MCAT test. The Council voted to amend the proposal with the support of the College of Arts and Sciences Associate Dean Karin Sehmman.*

#### Geosciences

#### Program Revision

- APPROVED Certificate in Geographic Information Systems - *Add courses to the introductory geoscience laboratory requirement options; edit the list of accepted electives for the certificate.* PENDING Faculty Senate and Board of Regents Approval

**Substantial Curriculum Proposals continued**

**College of Arts and Sciences continued**

Geosciences continued

**Program Suspensions**

APPROVED

Minor in Geographic Information Systems

APPROVED

Bachelor of Science in Earth Science/Teaching

PENDING  
Faculty Senate  
and Board of  
Regents  
Approval

History

**Program Revisions**

APPROVED

Bachelor of Arts in History - *Remove courses dropped in Spring 2015 from list of options in area distribution requirements. Add courses added in Spring 2015 to list of options in area distribution requirements.*

PENDING  
Faculty Senate  
and Board of  
Regents  
Approval

APPROVED

Bachelor of Arts in History/Teaching - *Remove courses dropped in Spring 2015 from list of options in History area distribution requirements. Add courses added in Spring 2015 to list of options in History area distribution requirements. Update Professional Education Requirements to reflect changes in College of Education portion of the program. Update effective communication clause of Program Objectives.*

PENDING  
Faculty Senate  
and Board of  
Regents  
Approval

**Information Items**

1. New Online Programs Effective Spring 2016, see attached memo      Office of eCampus Learning
2. Department Name Change from the Department of Music      College of Arts and Sciences  
    Memo attached: The Department of Music proposes a name  
    change to EKU School of Music.  
*Note: The Banner code will remain the same for the department.*

**Good of the Order**

1. Per the new CAA Processes requirements, Provost Vice reiterated that proposals for New Programs, New Courses, and/or Substantial Program Revisions must be accompanied by Curriculum Maps, Program-Related Student Learning Outcomes, and updated 4-Year Curriculum Guides in order to be included on the CAA agenda.

The meeting was adjourned at 2:55 p.m.