
COUNCIL ON ACADEMIC AFFAIRS AGENDA

August 20, 2015

1:30 p.m.

Martin Room, Coates Building

- | | <u>Page</u> |
|--|-------------|
| 1. Call to Order: _____ | 2 |
| 2. Approval of the Minutes from May 21, 2015 | 2 |

Curriculum Action Items

Honors Program

Program Revision

- | | |
|--|---|
| 1. Honors Program GPA Requirement | 8 |
| Add the updated minimum GPA standards policy to the Undergraduate Catalog. | |

University Programs

Program Revisions

- | | |
|--|----|
| 1. B.A. General Studies, General and Professional Tracks | 14 |
| General: remove Exit Requirement | |
| Professional Track: remove Paraeducation Tracks | |
| 2. Undeclared – Student Major Designation | 16 |
| Change label of “Undeclared” to “Exploratory” for students who do not yet have a major | |

Curriculum Information Items

- | | |
|--|----|
| 1. Board of Regents Approval: All 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 <i>Undergraduate Catalog</i> . The Board of Regents agendas and minutes can be accessed online at http://regents.eku.edu/agendas-0 | |
| 2. 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 | 18 |

Good of the Order

COUNCIL ON ACADEMIC AFFAIRS

May 21, 2015, Meeting Minutes

1:30 p.m.

Martin Room, Coates Building

Members Presents: Ed Davis, Tina Davis, Kim Naugle, Minh Nguyen, Shirley O'Brien, Eugene Palka*, Rose Perrine, Jerry Pogatshnik, Karin Sehmman, Benton Shirey*, Judy Short, Chris Taylor.

Members Absent: Laurie Carter (represented by Eugene Palka), Donna Corley (represented by Gill Hunter), Victor Kappeler, Brett Morris*, Sherry Robinson, Kelly Smith (represented by Laura Edwards).

Non-Members Present: Anna Dixon, Rita Downing, Dr. Preston Elrod, Dr. Sandy Hunter, Candace Tate.

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

Approval of the Minutes from April 16, 2015: **Approved with Amendments**

Dr. Davis noted that CMS 435 was withdrawn, and CMS 445 was approved with revisions.

Dr. Naugle requested to remove SED 104 as a co-requisite from EDF 203.

Information Item

College of Education

Information Item

Noted

Professional Education Requirements
Updated Professional Education requirements.

Effective

Fall 2015

College of Arts and Sciences

Information Item

Noted

Credit for AP Research Course
Add "For students completing the AP research course with a score above 3 on the AP exam will be awarded credit for ENG 102. If a qualifying student already has credit for ENG 102, the student will be granted elective credit in English at the 200-level" into the 15-16 undergraduate catalog.

Fall 2015

Curriculum Items

College of Business and Technology

Communication

New Course

Approved CMS 435 – Family Communication Fall 2015
Create a new course, CMS 435 Family Communication, as part of the Communication Studies curriculum.

College of Health Sciences

College Level

Editorial Change

Noted Catalog Language p. 230 - 231 Fall 2015
Changes to CHS Admission and Progression requirements.

Family and Consumer Science

Editorial Change

Noted B.S. Child and Family Studies Fall 2015
1. Replace CDF 147 with CDF 203 in Admission and Progression Requirements.
2. Indicate Professional Education Courses in Core and IECE Concentration meets Professional Education Requirements.
3. Update Professional Education Requirements as approved by CAA April 16, 2015.
4. Update credit hours accordingly.

College of Justice and Safety

Social Intelligence & Leadership

New Course

Approved EES 330 – Applied Critical and Creative Thinking Fall 2015
Create a new course for the Social Intelligence & Leadership Certificate curriculum.

School of Safety, Security and Emergency Management

Course Revision

Approved EMC 362 - Advanced Field Internship II Spring 2016
Add EMC 200, 205, and 215 as pre/co-requisites.

College of Education

Counseling and Educational Psychology

Course Revisions

Approved COU 880 – Counseling Practicum Fall 2015
1. Change credit hours to variable from .5 to 3.

2. Change faculty work load credit from 3 to a variable credit ranging from .5 to 3.
- Approved** COU 881 – Internship in Counseling: School or Mental Health Fall 2015
1. Change credit hours to variable from .5 to 6.
 2. Change faculty work load credit from 3 to variable .5 – 3.

Special Education

Program Revision

- Withdrawn** Bachelor of Science in Special Education/Teaching. Fall 2016
1. Remove the Teaching from the Degree name for the B.S. in Special Education Teaching
 2. Put teaching options under the Degree.
 3. Add single certification option in Learning and Behavior Disorders.
 4. Add dual certification option in Learning and Behavior Disorders and Education of the Deaf and Hard of Hearing.
 5. Add Non-teaching options.

University Programs

Women and Gender Studies

New Course

- Approved** WGS 366 - Queer Theory and Literatures Spring 2016
- Create a new course to be cross-listed with existing ENG 366.

Program Revisions

- Approved** WGS Minor Fall 2016
- Add WGS 366 as course option.
- Approved** WGS Certificate Fall 2016
- Add WGS 366 as course option.

English & Theatre

Editorial Change

- Noted** ENG 366 - Queer Theory and Literatures Spring 2016
- Add statements to course description for cross listing with WGS 366.

College of Arts and Sciences

Editorial Forms

Update Professional Education requirements approved by CAA on April 16, 2015.

- Noted** Art & Design
- Bachelor of Arts in Art Fall 2015
- Noted** Biological Sciences
- Bachelor of Science in Biology/Teaching Fall 2015
- Noted** Chemistry
- Bachelor of Arts in Chemistry/Teaching Fall 2015
- Noted** English & Theatre
- Bachelor of Arts in English/Teaching Fall 2015

Noted	Geosciences	
	Bachelor of Science in Earth Science/Teaching	Fall 2015
Noted	History	
	Bachelor of Arts in History/Teaching	Fall 2015
Noted	Languages, Cultures & Humanities	
	Bachelor of Arts in French/Teaching	Fall 2015
	Bachelor of Arts in Spanish/Teaching	Fall 2015
Noted	Mathematics & Statistics	
	Bachelor of Science in Mathematics/Teaching	Fall 2015
Noted	Music	
	Bachelor of Music in Music Education	Fall 2015
Noted	Physics	
	Bachelor of Science in Physics/Teaching	Fall 2015

Editorial Forms

Update Major restrictions on part IV for ASO 100 courses.

Noted	ASO 100A	Fall 2015
	Art (B.A.), Art Teaching, Art (B.A.), Liberal Arts	
	Pre-BFA Ceramics	
	Pre-BFA Graphic Design	
	Pre-BFA Ceramics Jewelry & Metals	
	Pre-BFA Ceramics Painting	
	Pre-BFA Ceramics Photography	
	Pre-BFA Ceramics Printmaking, Sculpture	
	Art/Studio (B.F.A.), Ceramics	
	Art/Studio (B.F.A.), Graphic Design	
	Art/Studio (B.F.A.), Jewelry & Metals	
	Art/Studio (B.F.A.), Painting	
	Art/Studio (B.F.A.), Photography	
	Art/Studio (B.F.A.), Printmaking	
	Art/Studio (B.F.A.), Sculpture	
Noted	ASO 100B	Fall 2015
	Biology (B.S.), Aquatic Biology	
	Biology (B.S.), Botany	
	Biology (B.S.), General Biology	
	Biology (B.S.), Microbial, Cellular & Molecular Biology	
	Biology, Pre-Medical	
	Biology, Pre-Veterinary	
	Biology/Teaching (B.S.)	
	Environmental Studies (B.S.), Land Resources	
	Environmental Studies (B.S.), Natural History	
	Wildlife Management (B.S.)	
	*Earth Science/Teaching (B.S.) HIDDEN PREREQUISITE	
	*Geography (B.A.) HIDDEN PREREQUISITE	
	*Geology (B.S.) HIDDEN PREREQUISITE	
Noted with Amendments	ASO 100C	Fall 2015
	Chemistry (B.A.), Chemistry	
	Chemistry (B.A.), Chemistry Teaching	

Chemistry (B.A.) Fermentation Science
 Chemistry (B.A.), Pre-Pharmacy
 Chemistry (B.A.), Pre-Dental
 Chemistry (B.A.), Pre-Optometry
 Chemistry (B.A.), Pre-Pathology Assistant
 Chemistry (B.A.), Pre-Medical
 Chemistry (B.S.), Biochemistry
 Chemistry (B.S.), Pre-Medical
 Chemistry (B.S.), Pre-Dental
 Chemistry (B.S.), Chemistry
 Forensic Science (B.S.), Forensic Chemistry
 Forensic Science (B.S.), Forensic Biology

*Earth Science/Teaching (B.S.) HIDDEN PREREQUISITE

*Geography (B.A.) HIDDEN PREREQUISITE

*Geology (B.S.) HIDDEN PREREQUISITE

Remove "Pre-professional majors only" from the ASO 100C course description.

Noted

ASO 100E

Fall 2015

English (B.A.), Creative Writing
 English (B.A.), Literature
 English (B.A.), Technical Writing
 English (B.A.), Theatre
 English/Teaching (B.A.), English
 English/Teaching (B.A.), Theatre
 AGS Concentration - English

Noted

ASO 100H

Fall 2015

History (B.A.)
 History/Teaching (B.A.)
 Economics (B.A.)
 Globalization and International Affairs (B.A.)
 Paralegal Studies (A.A.S.)
 Paralegal Science (B.A.)
 Political Science (B.A.)
 AGS Concentration – History
 AGS Concentration – Political Science

*Earth Science/Teaching (B.S.) HIDDEN PREREQUISITE

*Geography (B.A.) HIDDEN PREREQUISITE

*Geology (B.S.) HIDDEN PREREQUISITEO 100H

Noted

ASO 100I

Fall 2015

Computer Science (B.S.), Bioinformatics
 Computer Science (B.S.), Computer Forensics & Security
 Computer Science (B.S.), Computer Science General
 Computer Science (B.S.), Computer Technology
 Computer Science (B.S.), Interactive Multimedia
 Computer Science (B.S.), Statistical Computing

Noted

ASO 100L

Fall 2015

Comparative Humanities (B.A.)
 French (B.A.)
 French/Teaching (B.A.)

	Spanish (B.A.) Spanish/Teaching (B.A.) Philosophy (B.A.)	
Noted	ASO 100M Music (B.M.), Music Industry Music (B.M.), Music Industry-Recording Arts Music (B.M.), Instrumental Performance Music (B.M.), Vocal Performance Music (B.M.), Music Education-Instrumental Music (B.M.), Music Education-Vocal Music (B.M.), Theory & Composition	Fall 2015
Noted	ASO 100P Physics (B.S.), General Physics Physics (B.S.), Engineering Physics Physics/Teaching (B.S.) Science for Engineering (A.A.S.) Pre-Engineering AGS Concentration – Physics Engineering	Fall 2015
	*Earth Science/Teaching (B.S.) HIDDEN PREREQUISITE *Geography (B.A.) HIDDEN PREREQUISITE *Geology (B.S.) HIDDEN PREREQUISITE	
Noted	ASO 100S Anthropology (B.A.) Social Work (B.S.W.) Sociology (B.A.) AGS Concentration – Anthropology AGS Concentration - Sociology	Fall 2015
Noted	ASO 100T Mathematics (B.S.) Mathematics/Teaching (B.S.) Statistics (B.S.) Computer Science/Mathematics Teaching (B.S.) AGS Concentration - Mathematics	Fall 2015

Good of the Order

1. **Commencement Regalia:** Dr. Gene Palka and Registrar Tina Davis will work on the academic regalia approval process. There is a regalia list that has been deferred for consideration until December 2015. Dr. Judy Short suggested that a student representative work with Dr. Palka and the Registrar for the approval process. Dr. Vice suggested the Student Government Association representative who serves on CAA.
2. **Spring 2015 Commencement and Convocations Review:** The Provost thanked the Registrar for organizing Commencement and assisting with each College Convocation. Registrar Tina Davis thanked all of her staff in the Registrar’s Office for assisting with Commencement, including assistance with a higher volume of questions and phone calls from students. Feedback from students, parents, and faculty indicated the ceremonies were organized and directed successfully. Faculty indicated they enjoyed Commencement and each College Convocation was well attended.

The meeting of the Council on Academic Affairs was adjourned at 2:51 p.m.



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TO: Council on Academic Affairs

FROM: Dr. David Coleman, Interim Director of the Honors Program

DATE: August 14, 2015

SUBJECT: Agenda items for Council on Academic Affairs Meeting

The Honors Program submits the following agenda item for consideration at the next possible meeting of the Council on Academic Affairs.

Honors Program

Program Revision

Honors Program GPA Policy for inclusion in *EKU Undergraduate Catalog*.



Eastern Kentucky University is an Equal Opportunity/Affirmative Action Employer and Educational Institution.

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

<input type="checkbox"/> (Check one)	Department Name	Honors Program
<input type="checkbox"/> New Course (Parts II, IV)	College	n/a (not part of a college)
<input type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	
<input type="checkbox"/> Hybrid Course ("S," "W")	*Course Title (full title±)	
<input type="checkbox"/> New Minor (Part III)	*Program Title	Honors Program
<input type="checkbox"/> New Certificate (Departmental only)		
<input type="checkbox"/> Program Suspension (Part III)		
<input checked="" type="checkbox"/> Program Revision (Part III)	If Certificate, indicate Long-Term (University) or Short-Term (Departmental)	
	* Provide only the information relevant to the proposal.	± If Title is longer than 30 characters see Part IV to provide abbreviation

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	11/15/14	Council on Academic Affairs	
College Curriculum Committee	11/15/14	Faculty Senate**	
General Education Committee*	NA	Board of Regents**	
Teacher Education Committee*	NA	EFFECTIVE ACADEMIC TERM***	
Graduate Council*	NA		

*If Applicable (Type NA if not applicable.)
**Approval needed for program revisions or suspensions.
***To be added by the Registrar's Office after all approval is received.

Completion of A, B, and C is required: (Please be specific, but concise.)**A. 1. Specific action requested:** (Example: Increase the number of credit hours for ABC 100 from 1 to 2.)

The Honors Program has updated its minimum GPA standards policy to be more in-line with national benchmark standards. The minimum GPA policy for continuation in the ECU Honors Program has never been included in the ECU undergraduate catalog, but should be. We therefore propose to insert the policy into the catalog as shown in the text below.

A. 2. Proposed Effective Academic Term: (Example: Fall 2012)

The policy goes into effect with the incoming Fall 2015 cohort of new Honors Program students.

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)**B. The justification for this action:**

The Honors Program has updated its minimum GPA standards policy to be more in-line with national benchmark standards. The minimum GPA policy for continuation in the ECU Honors Program has never been included in the ECU undergraduate catalog, but should be. We therefore propose to insert the policy into the catalog as shown in the text below.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: none

Operating Expenses Impact: none

Equipment/Physical Facility Needs: none

Library Resources: none

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

Part III. Recording Data for Revised or Suspended Program

1. For a revised program, provide the current program requirements using ~~striethrough~~ for deletions and underlines for additions.
2. For a suspended program, provide the current program requirements as shown in catalog. List any concentrations and/or minors affected by the program's suspension.

(from page 77 in 2015-2016 EKU Undergraduate Catalog—to show position and new text)

...

- HON 304W Honors Seminar in the Quantitative Sciences 3 hrs. (Element 2)
- HON 307W Honors Seminar in the Arts 3 hrs. (Element 3A)
- HON 308W Honors Seminar in the Humanities 3 hrs. (Element 3B)
- HON 216 SEEing Science in Appalachia 6 hrs. (Element 4)
- HON 310 W Honors Seminar in History 3 hrs. (Element 5A)
- HON 312W Honors Seminar in the Social and Behavioral Sciences 3 hrs. (Element 5B)
- HON 316W Honors Seminar in the Natural Sciences 3 hrs. (does not fulfill a General Education requirement)
- HON 320W Honors Seminar in Diversity of Perspectives and Experiences 3 hrs. (Element 6)

To graduate as an Honors Scholar, all students must complete:

- HON 420 Thesis Project and Seminar 6 hrs.

GPA Requirements

To remain active and eligible in EKU Honors, students must maintain the following minimum grade point averages:

Students Entering EKU Honors in Fall 2015 and thereafter:

- 3.00 cumulative GPA up to 60 completed hours
- 3.20 cumulative GPA after 60 completed hours and to graduate as an Honors Scholar

Students Who Entered EKU Honors Prior to Fall 2015:

- 2.50 cumulative GPA for 36-71 attempted hours
- 2.75 cumulative GPA for 72 or more attempted hours
- 3.00 cumulative GPA to graduate as an Honors Scholar

Annual Review of Students, Honors Probation, and Honors Dismissal

At the end of each spring semester, the academic records of all EKU Honors students are reviewed. Students will be notified at their local permanent address listed in the Banner system of the university and at their official EKU student email address if they are placed on Honors Probation or dismissed from EKU Honors.

If it is determined that a student is not making progress toward completing Honors coursework requirements, that student will be dismissed from EKU Honors for being inactive.

Students entering EKU Honors in Fall 2015 and thereafter will be notified and placed on probation if their cumulative GPA falls under the following thresholds:

- 3.00 for up to 60 completed hours
- 3.20 after 60 completed hours

Students who entered EKU Honors before Fall 2015 will be notified and placed on probation if their cumulative GPA falls under the following thresholds:

- 2.50 for 24 or more hours attempted
- 3.00 for 36 or more hours attempted

Students will be placed on Honors Probation for one semester (not including summer). At the end of the probationary semester, a student's academic record will be reviewed. If the student's GPA does not improve during the probationary semester, the student may be removed from EKU Honors.

Students who are on Honors Probation should not enroll for more than 15 hours of coursework and should plan to meet with the Honors Program Coordinator to discuss a plan to improve their academic performance.

Exceptions to these eligibility policies may be recommended by the Honors Director but must be approved by the Honors Advisory Committee.

Chautauqua Lecture Series



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University Programs

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TO: Council on Academic Affairs

FROM: Dr. Rose Perrine, Associate Dean, University Programs

DATE: August 2015

SUBJECT: Curriculum Proposal(s)

Please consider the following curriculum proposal(s) from University Programs at the next CAA meeting on **August 20, 2015**

University Programs

Program Revisions

BGS Program: Remove Exit Requirement
BGS: Professional Track: Remove Paraeducation tracks

Page

Name Change: Change Undeclared to Exploratory



Part III. Recording Data for Revised or Suspended Program

1. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
2. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

BACHELOR OF ARTS (B.A.)
 GENERAL STUDIES
Cip: 24.0102

UNIVERSITY GRADUATION REQUIREMENTS

- General Education 36 hours
- Student Success Seminar 3 hours
 (GSD 101: waived for students who enter EKU with 30+ hrs. of courses ordinarily accepted for transfer credit by Eastern Kentucky University)
- Wellness 3 hours
 (For Professional Track only: Wellness waived for veterans)
- Writing Intensive Course (Hrs. incorporated into Major/Supporting/Gen Ed/Free Electives category)
- Upper division courses (42 hrs. distributed throughout Major/Supporting/Gen Ed/Free Electives categories)
- ACCT – General Studies majors may fulfill ACCT with any of the following options: GSD 399 (also fulfills Exit Requirement), or 3 credit hours of co-op/applied learning (GSD 349), or a service-learning (S) course, or a college-approved student abroad experience, or HON 420 (Relevant credit hours will be incorporated into program requirements below.)
- Total Hours University Graduation Requirement..... 42 hours**

GENERAL STUDIES – GENERAL TRACK:

The General Track is designed for students intending to complete a baccalaureate degree whose educational objectives are not aligned with a more traditional degree program. The General Track is intended to establish the foundation for a lifetime of continual learning and offers flexibly scheduled, highly individualized curricula. The program is also intended to allow a student who has completed most of the requirements of a major but has not yet completed the major of an approved program to complete a baccalaureate degree in a timely manner.

MAJOR REQUIREMENTS

- ACCT Requirement3 hours**
 GSD 399; Co-op; Service Learning (S) course; or EKU-approved Study Abroad course.
- Exit Requirement.....0 hours**
~~GSD 399 (3; also fulfills ACCT) or GSD 450 (0 hours)~~
- Free Electives75 hours**

TOTAL HOURS TO COMPLETE DEGREE120 hours

GENERAL STUDIES – PROFESSIONAL TRACK:

The purpose of the Professional Track is to prepare students to be effective leaders in a variety of professional work environments. Students will gain competency in critical & creative thinking, oral and written communication, leadership, social intelligence, and professional job skills. Students must complete the 18 hour core and one 18 hour option.

MAJOR REQUIREMENTS

- Core Courses.....18 hours**
All students must complete core
 CRE 101W, EES 250 (Element 1C), 300, 310, 450, and GSD 399
- All students in the Professional Track must complete one of the following concentrations:**
 - Professional Area in Business18 hours**
 Students will gain skills in business areas that will prepare them for management or administrative positions in business or non-profit organizations.
 ACC 201, 202, CIS 212, INS 370, MGT 301, and MKT 301.
 - Public Administration18 hours**
 This Public Administration track is an ideal background for individuals planning careers in public service in local, state, regional, and

federal government and in non-profit management. In addition, the program prepares individuals in the private sector who have responsibility for public sector contracts, regulatory compliance, and other oversight activities.
POL 101, 370, 374, and any three of the following POL 373, 376, 377, or 533.

Human Services 18 hours
HSR 300, 305, 400, 405, 410, and 415.

Paraeducator in Special Education — 19 hours

~~The Paraeducator in Special Education Track is designed to prepare individuals to serve as instructional assistants in P-12 schools in classrooms that serve children with disabilities.~~

~~CED 100(0.5), 200(0.5), EDF 219, SED 511, 522, 590, 575, and 578.~~

Paraeducator in Education 19 hours

~~The Paraeducator in Education Track is designed to prepare individuals to serve as an instructional assistant in a public or private P-12 school setting.~~

~~CED 100(0.5), 200(0.5), EDF 203, 204, 205, 219, LIB 301, and SED 104.~~

~~*Ⓞ = Course also satisfies a General Education element. Hours are included within the 36 hr. General Education requirement above.*~~

Free Electives 41-60 42 hours

~~Exit Requirement 0-3 hours~~

~~GSD 399 (3; also fulfills ACCT) or GSD 450 (0 hours)~~

TOTAL HOURS TO COMPLETE DEGREE 120 hours

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

<input type="checkbox"/> (Check one) New Course (Parts II, IV)	Department Name	
<input type="checkbox"/> Course Revision (Parts II, IV)	College	University Programs
<input type="checkbox"/> Hybrid Course ("S," "W")	*Course Prefix & Number	
<input type="checkbox"/> New Minor (Part III)	*Course Title	
<input type="checkbox"/> Program Suspension (Part III)	*Program Title	Undeclared
<input checked="" type="checkbox"/> Program Revision (Part III)	*Provide only the information relevant to the proposal.	If Certificate, indicate Long-Term (University) or Short-Term (Departmental)

Proposal Approved by:	<u>Date</u>	<u>Date</u>
Departmental Committee	NA	Council on Academic Affairs
College Curriculum Committee	7.17.2015	Faculty Senate**
General Education Committee*	NA	Board of Regents**
Teacher Education Committee*	NA	EFFECTIVE ACADEMIC TERM***
Graduate Council*	_NA_____	

*If Applicable (Type NA if not applicable.)
 **Approval needed for program revisions or suspensions.
 ***To be added by the Registrar's Office after all approval is received.

Completion of A, B, and C is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: Increase the number of credit hours for ABC 100 from 1 to 2.) Change label of "Undeclared" to "Exploratory"</p> <p>A. 2. Proposed Effective Academic Term: (Example: Fall 2012) Fall 2016</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)</p>
<p>B. The justification for this action "Exploratory" better describes the intention of the label. Students have informed us that "Undeclared" is perceived as negative and a "default" choice for students who do not yet have a major, whereas "Exploratory" is perceived more positively as a choice students can make while still exploring their options.</p>
<p>C. The projected cost (or savings) of this proposal is as follows:</p> <p>Personnel Impact:</p> <p>Operating Expenses Impact:</p> <p>Equipment/Physical Facility Needs:</p> <p>Library Resources:</p>

Part III. Recording Data for Revised or Suspended Program

1. For a revised program, provide the current program requirements using ~~striketrough~~ for deletions and *underlines* for additions.
2. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

Change name from **undeclared** to **EXPLORATORY**

Request for a CAA Workgroup
August 20, 2015

An important focus this year for CAA is the Academic Excellence Goal in our new Strategic Plan. While achieving academic excellence has always been the goal, over the years CAA has focused more on an administrative rather than strategic role in reviewing our academic programs.

To allow time for more strategic discussions, we need to:

1. More clearly distinguish between major and minor decisions (e.g., minor program revisions vs. major program revisions; minor course revisions vs. major course revisions) so that only the major items become action agenda items.
2. For major revisions or new proposals, illustrate for the CAA how student learning outcomes are delivered in the curriculum and how courses are aligned (i.e. show a curriculum map).

In distinguishing between "major and minor," CPE has definitions that can be used as a starting point.

With this document, I am requesting the associate deans, along with Tina Davis, Sherry Robinson, and Tanlee Wasson, participate in a workgroup to review the above goals and provide a recommendation for CAA at the October meeting.

We will then communicate these changes to the academic programs so that we can become more strategic as we pursue Academic Excellence.

I look forward to a great year. Thank you each for serving on the CAA.

Janna Vice

Academic Affairs – Office of the Registrar: CAA Meeting and Submission Schedule for 2015-2016 Academic Year

MONTH/YEAR	DATES/DEADLINES	LAST CHANCE/IMPORTANT ANNOUNCEMENTS
August 2015	<ul style="list-style-type: none"> • CAA meeting, August 20, 2015 (submission deadline August 10) 	<ul style="list-style-type: none"> - New Programs/Program Revisions requiring Faculty Senate (FS) and Board of Regents (BOR) approval will be effective Fall 2016. - New Courses may be effective Spring 2016.
September 2015	<ul style="list-style-type: none"> • CAA meeting, September 17, 2015 (submission deadline September 3) 	
October 2015	<ul style="list-style-type: none"> • CAA meeting, October 15, 2015 (submission deadline October 1) 	
November 2015	<ul style="list-style-type: none"> • CAA meeting, November 19, 2015 (submission deadline November 5) 	<ul style="list-style-type: none"> - Registration has begun for Spring/Summer 2016. Therefore, any course revisions will be effective Fall 2016 (with the exception of new courses, which may be created and added into the schedule)
December 2015	<ul style="list-style-type: none"> • No CAA Meeting 	
January 2016	<ul style="list-style-type: none"> • CAA meeting, January 21, 2016 (submission deadline January 11) 	
February 2016	<ul style="list-style-type: none"> • CAA meeting, February 18, 2016 (submission deadline February 4) 	
March 2016	<ul style="list-style-type: none"> • CAA meeting, March 24, 2016 (submission deadline March 10) 	<ul style="list-style-type: none"> - Registration has begun for Fall 2016; any course revisions will be effective Spring/Summer 2017 (with the exception of new courses, which may be created and added into the schedule)
April 2016	<ul style="list-style-type: none"> • CAA meeting, April 21, 2016 (submission deadline April 7) 	<ul style="list-style-type: none"> - Last chance for new programs/program revisions/program suspensions CAA proposals to make the 2016-2017 Catalog
May 2016	<ul style="list-style-type: none"> • CAA Meeting, May 19, 2016 (submission deadline May 5) • Last meeting for the Academic Year 	