**University Curriculum and Academic Affairs Committee**

**UCAAC**

**Meeting # 13**

**March 3, 2020**

**Stalker Hall, Room 211**

**CAAC Members Present**: Dan Clark, Farman Moayed, Rolland McGiverin, , Margaret Hill, Winnie Ko, Renee Bauer, Blake Rayfield   
**Absent:** Jeff Kinne, Brian Schaefer  
**Guests**: Ms. Heather Lennox  
**Executive Committee** **Liaison**: Shawn Phillips  
**Ex Officio**: present – Whitney Nesser, Angie Smith, Susan Powers, Bassam Yousif, Kelly Wilkinson, Jim Smallwood.

Absent but kept on the weekly invitation – Judy Sheese, Linda Maule

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| **Agenda Item** | **Discussion** | **Recommendation/Action** |
| 1. **Call to Order** | Winnie Ko called meeting to order at 12:30 |  |
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| 1. **Approval of Minutes** |  | Motion by R. Bauer to approve minutes, second by S. Phillips. (7-0) |
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| 1. **Review of Aviation Management Major** | Ms. Heather Lennox described the alterations to the major in the proposal. Two courses (AVT 140 and 223) were deemed too in depth (more relevant for pilots), with the relevant content covered in UMS 181-The Fundamentals of Flight. There was a name change to AVT 143 Introduction to Flight Environment, and the addition of AVT 473-Special Problems in Aviation, which provides an overall view of the industry.  R. Bauer inquired as to whether these alterations were similar to similar to what other programs are doing?  H. Lennox responded that while all are different, the business side is not covered in flight courses. |  |
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| 1. **Review of Aviation Technology Minor** | H. Lennox described the alterations to this minor. Three courses were omitted (AVT 140, 305 and 421) as they were deemed too in depth on flight for this minor. The faculty wanted students within this minor to have more management-style courses, such as Air Carrier Operations or Aviation Law. The faculty also puts in restrictions on who is eligible to take the minor—i.e. to avoid redundancy, like a major in Aviation Tech cannot take this minor. |  |
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| 1. **Review of Professional Aviation Flight Technology Major** | H. Lennox explained that one of the main changes to this program involves the acquisition of a new flight simulator, necessitating a name change for one of the classes that had been named for the former brand of simulator. Also, the AFA and major carriers, in responding to a pilot shortage, have cut the number of flight hours required for certain types of licenses that quality programs like ISU’s qualifies for inclusion within. One course has changed from 4 to 3 credit hours, with its lab for exposure to flight instrument training now offered earlier in the program. Finally two classes that had been optional have been made required for the major.  S. Phillips asked whether this major would support Federal Express pilot positions?  H. Lennox stated that it would, along with most other major carriers. |  |
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| 1. **Review of Theater Minor** | Bassam Yousif spoke on behalf of this proposal. The central alteration was the substitution of a History of Theater course with a replacement course, the History of Style, Theater and Dance, which covers more topics both chronologically and topically. |  |
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| *Motion to Suspend the rules* | *Note – CAAC default rules do not allow curriculum to be voted on at the same meeting it was presented. The committee can vote to suspend these rules in order to vote at the same meeting (i.e., to avoid needing to meet only to vote, or to get a proposal moved along a week sooner).* | Motion to suspend the rules by R. Bauer, second by S. Phillips. (8-0) |
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| 1. **Approval of Aviation Management Major** |  | Motion to approve by R. Bauer, second by S. Phillips. (8-0) |
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| 1. **Approval of Aviation Technology Minor** |  | Motion to approve by F. Moayed, second by S. Phillips. (8-0) |
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| 1. **Approval of Professional Aviation Flight Technology Major** |  | Motion to approve by F. Moayed, second by S. Phillips. (8-0) |
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| 1. **Approval of Theater Minor** |  | Motion to approve by S. Phillips, second by F. Moayed. (8-0) |
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| 1. **Chair’s Report** | W. Ko noted that she had contacted the Student Government Association regarded the possibility of their supplying a student representative to CAAC. SGA noted that they have not appointed student representatives for CAAC but will appoint two.  With regard to two other previously mentioned charges to CAAC (Checking on enrollments and success of programs and the programs’ development of career readiness), she had contacted Senate Chair C. McDonald, who recommended using retention and graduation rates on the first charge. W. Ko was unable to establish communication with anyone involved with Career Readiness.  S. Powers inquired as to with whom contact was attempted and then suggested that W. Ko contact the Executive Director of the Career Center for clarity on what CAAC could do.  S. Phillips noted that this had not come up in Senate Exec.  K. Wilkinson suggested that Kelly Woods Johnson (the Assessment Director) should be contacted, as data sought for CAAC has already been collected by Assessment.  S. Powers concurred.  K. Wilkinson asked whether CAAC needs to report on the processes or outcomes?  S. Powers observed that she doubts that the career readiness folks and the Assessment folks have connected on this. She suggested contacting Kelly about here summary report, which should be (or about to be) posted on their Assessment site. She volunteered to contact Kelly for CAAC and summarized what is done and what still needs to be accomplished and if CAAC can weigh in after that. |  |
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| 1. **Senate Executive Committee Report** | NA |  |
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| 1. **Old Business** | NA |  |
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| 1. **New Business** | NA |  |
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| **Adjournment** | Meeting adjourned 12:53 PM | Motion by R. Bauer, second by F. Moayed. |
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