**University Curriculum and Academic Affairs Committee**

**UCAAC**

**Meeting # 16**

**April 7, 2020**

**Zoom Conference Meeting**

**CAAC Members Present**: Dan Clark, Farman Moayed, Margaret Hill, Winnie Ko, Renee Bauer, Jeff Kinne, Blake Rayfield  
**Absent:** Brian Schaefer, Rolland McGiverin  
**Guests**: Dr. Randy Peters, Dr. Jared Wuerzburger, and Dr. Lea Hall  
**Executive Committee** **Liaison**: Shawn Phillips  
**Ex Officio**: present – Whitney Nesser, Susan Powers, Bassam Yousif, Judy Sheese, Jim Smallwood, and Angie Smith.

Absent but kept on the weekly invitation –Linda Maule, Kelly Wilkinson,

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| **Agenda Item** | **Discussion** | **Recommendation/Action** |
| 1. **Call to Order** | Winnie Ko called meeting to order at 12:31 |  |
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| 1. **Approval of Minutes** |  | Motion by J. Kinne to approve minutes, second by D. Clark. (7-0) |
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| 1. **Review of Computer-Aided Design and Drafting Minor** | Randy Peters spoke on behalf of this proposal. The minor had included MET 203 and 403. The faculty voted to eliminate these and replace them with one course, MET 303. Faculty consulted with the faculty of Built Environment with regard to CAD and worked out classes. The revisions included choosing from a set of 6 CAD courses (choosing 4), which the faculty believes will offer a solid understanding of CAD from various practical perspectives. Several examples were offered. Now practically any student could opt to pick up this minor, but it was made particularly accessible to those in the College of Technology. |  |
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| 1. **Review of Information Technology Minor** | Jared Werzburger spoke for this proposal. Information Technology and the Computer Science programs had a great deal of potential overlap in content. The intention of the revisions was to give opportunity for CS and other students to gain exposure to IT. In going through the courses within the minor, he noted that all were very project based. He emphasized that none of the courses within the minor had prerequisites, so that there were no barriers to entry.  J. Kinne asked about CS 256?  J. Werzburger noted that it was in the minor.  J. Kinne responded that it was not showing up in the preview, but thought that having a minor such as this was overdue.  J. Werzburger offered that if J. Kinne had some idea of coursed that would be beneficial, please suggest them.  S. Powers noted that if CAAC approves, she can make alterations as approved. |  |
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| 1. **Review of School of Nursing Restructuring** | Lea Hall spoke to this proposal. She explained that the restructuring was merging three existing departments into one unit, a “school,” although the three nursing program that they represent would remain distinct. They had formed a taskforce working on this last summer. This restructuring has passed the college review. They are looking to re-organize themselves similarly to other peer schools, which they hope will reduce barriers to teaching across departmental lines. They are not asking for additional resources. In fact they should realize some savings through the absorption of several staff/administrative positions. Overall they feel that the changes will yield greater student success owing to greater flexibility in deploying staff and faculty. The executive director position is not new. The new positions are the associate director positions, and they will function much as the previous chairs of the departments.  J. Kinne asked about the size of the new department compared to other departments on campus.  L. Hall responded that the student enrollment would be the largest on campus with faculty of around 30 and staff of 10-15. It will be large.  J. Kinne inquired as to the issues behind the dissenting votes.  L. Hall noted that some faculty were unsure about how it would impact their teaching. For example would faculty teaching graduate students have to teach undergraduates? She believe that they had alleviated most of these concerns.  F. Moayed asked whether the number of students included online students?  L. Hall responded that it did.  F. Moayed asked whether she could offer an example of problems that the program change would address?  L. Hall noted that the main catalyst was a chair’s resignation, which prompted thought on the necessity of the position and possibility of reorganization. Students didn’t always understand the chains of command in the different and yet closely aligned departments.  J. Kinne asked if the outgoing chairs were supportive?  L. Hall answered yes.  F. Moayed sought clarification that the programs would no change?  L. Hall stated that was accurate.  A. Smith had a question as to the merger. All courses in Banner were tied to a department. This merger create a new “school” designation. Did she see an issue with this?  J. Kinne noted that the FAD too would be affected.  S. Powers said that she would put a work order in to change the FAD. |  |
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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 by J. Kinne, second by D. Clark. (7-0) |
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| 1. **Approval of School of Nursing Restructuring** | *It was mentioned that since there was the possibility of a meeting next week, we would only pass this petition on a matter of some urgency.* | Motion by J. Kinne, seconded by F. Moayed. (7-0) |
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| 1. **Career Readiness Discussion** | W. Ko noted that she had communicated with Kelly Woods Johnson and Tradera McLaurine, and they preferred to discuss this issue in person rather than virtually as our present situation would necessitate.  J. Kinne clarified that this would mean the next academic year?  S. Powers interjected that she recommended a delay until the fall. Senate left it up to CAAC to define the charge. It would be better use of time to talk this through more thoroughly in person. Plus everyone has a great deal on their plate right now. We need to figure out how CAAC will help departments and have the best reports we can. |  |
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| 1. **Old Business** | NA |  |
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| 1. **New Business** | NA |  |
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| 1. **Senate Executive Report** | S. Phillips reported that Senate Exec. approved all CAAC items on its agenda. |  |
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| 1. **Chair’s Report** | W. Ko noted that we will see about a meeting next week. She will send a Zoon link  S. Powers noted that since CAAC was a “public” meeting, a password was problematic.  J. Kinne noted that the meeting could be left open as long as people did not share screens.  J. Werzburger stated that there was a way to set up a waiting room that the chair could use to allow access, while remaining public. |  |
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| **Adjournment** | Meeting adjourned 1:04 PM |  |
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| **Note. Thursday, April 9, 2020, & Friday, April 10**  **Approval of Programs with Major Revisions via email** |  |  |
| 1. **Approval of Computer–Aided Design and Drafting Minor** |  | Motion by F. Moayed,  second by W. Ko (7-0-1) |
| 1. **Approval of Minor in Information Technology** |  | Motion by F. Moayed,  second by W. Ko (7-0-1) |
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| **Note. Friday, April 10**  **Approval of Programs with Minor Revisions processed by Exec Committee via email** |  |  |
| 1. **Approval of Economics for Social Studies Licensure** |  | Motion by R. Bauer,  second by W. Ko (3-0-0) |
| 1. **Approval of ET - 421 - Research and Development in Technology** |  | Motion by R. Bauer,  second by W. Ko (3-0-0) |
| 1. **Approval of History for Social Studies Licensure** |  | Motion by R. Bauer,  second by W. Ko (3-0-0) |