**University Curriculum and Academic Affairs Committee**

**UCAAC**

**Meeting # 4**

**November 5, 2019**

**Stalker Hall, Room 211**

**CAAC Members Present**: Renee Bauer, Dan Clark, Margaret Hill, Jeff Kinne, Winnie Ko, Andrew Payne, Blake Rayfield, Brian Schaefer, Edith Wittenmyer  
**Absent:** -  
**Guest**: -Liz Brown  
**Executive Committee** **Liaison**: Shawn Phillips  
**Ex Officio**: present – Whitney Nesser, Susan Powers, Angie Smith, Kelly Wilkinson, Bassam Yousif. Absent but kept on the weekly invitation – Linda Maule, Jim Smallwood, Linda Sperry,

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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 D. Clark to approve minutes, second by S. Phillips. (6-0-3) |
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| 1. **Review of Mathematics Teaching Major** | Liz Brown explained the necessary change to the Math Education major, owing to the recent alterations differentiating between the BA and BS in the regular Mathematics major. Math Ed. will align with the BA course requirements. She summarized the alterations: MATH 231 eliminated, MATH 241 added. |  |
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| 1. **Approval of Museum Studies Minor** | NA | Motion by J. Kinne to approve, second by R. Bauer. (10-0) |
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| 1. **Approval of Nursing Major-Accelerated Second Degree** | NA | Motion by S. Phillips to approve, second by B. Schaefer. (10-0) |
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| 1. **Approval of Nursing Major-Traditional Track for students entering with RN or LPN** | NA | Motion by S. Phillips to approve, second by A. Payne. (10-0) |
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| 1. **Discussion of Charge to Oversee Enrollment and Graduation Rates of Recently Approved Programs** | CAAC presented with enrollment and graduation rates for all ISU programs.  S. Powers clarified that this would be the beginning of an on-going discussion in CAAC regarding the charge. She offered that through CAAC the faculty could reassert some authority in reviewing the viability of programs.  D. Clark raised the point that perhaps CAAC needed more information and criteria that would help a meaningful review of programs.  A. Payne offered that a list of new programs along with the criteria for low-enrolled certificate programs would also be useful.  J. Kinne inquired that if CAAC would be asking departments to defend low-enrolled certificate programs, what should CAAC be looking for (again the issue of criteria or guidelines).  K. Wilkerson offered that it might be useful for CAAC itself to develop such criteria, perhaps a checklist that would align with state-level criteria, all of which would help departments to police and review their own programs.  S. Powers noted that Academic Affairs was planning an external review template and a Blue Reports Template that could help guide CAAC as well when they are completed.  W. Nesser also offered that the Grad Council might be consulted on this as well.  K. Wilkerson noted that it might be a good idea looking ahead to invite Kelly Woods Johnson to a future meeting, providing also perhaps a working draft of the external review template. |  |
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| 1. **Chair’s Report and Executive Action Items** | No new tasks for next week. Sent email to Associate Deans asking them to survey minors in their colleges for overlap with related majors. |  |
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| 1. **Senate Executive Committee Report** | Senate Executive approved Dietetics and recently forwarded Math proposals, now on to full Senate. |  |
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| 1. **Old Business** | NA |  |
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| **Adjournment** | Meeting adjourned 1: 25 PM | Motion by R. Bauer, second by J. Kinne. |
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