**University Curriculum and Academic Affairs Committee**

**UCAAC**

**Meeting # 6**

**November 19, 2019**

**Stalker Hall, Room 211**

**CAAC Members Present**:, Dan Clark, Margaret Hill, Jeff Kinne, Winnie Ko, Andrew Payne, Blake Rayfield, Edith Wittenmyer
**Absent:** - Brian Schaefer, Renee Bauer, Shawn Phillips
**Guest**: -Andreas Kummerow and Kelley Woods-Johnson
**Executive Committee** **Liaison**: Shawn Phillips
**Ex Officio**: present – Whitney Nesser, Susan Powers, Angie Smith, Judy Sheese.

Absent but kept on the weekly invitation –Jim Smallwood, Linda Sperry, Kelly Wilkinson, Bassam Yousif, Jamie Hays

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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 J. Kinne to approve minutes, second by A. Payne. (7-0) |
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| 1. **Review of Nursing Major-Baccalaureate Track for Students Entering with LPN/LVN**
 | A. Kummerow summarized the primary changes. Altering all the course prefixes between this and the other separate nursing program in order to completely differentiate the two programs. The courses, though effectively delivering the same content, originate from two separate departments, serving two separate bodies of students. This alteration is meant to eliminate administrative confusion for all concerned. |  |
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| 1. **Review of Nursing Major-Baccalaureate Track for Students Entering with RN Licensure**
 | A. Kummerow summarized the primary changes. Altering all the course prefixes between this and the other separate nursing program in order to completely differentiate the two programs. The courses, though effectively delivering the same content, originate from two separate departments, serving two separate bodies of students. This alteration is meant to eliminate administrative confusion for all concerned. |  |
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| 1. **Discussion of Charge to Oversee Enrollment and Graduation Rates of Recently Approved Programs**
 | K. Woods-Johnson addressed the committee concerning her involvement with the development of an departmental external review template that may be helpful for CAAC’s charge of assessing program quality and success. The template attempts to help standardize the types of data that departments might want to use for a self-assessment (the template will only be used by ISU departments not nationally accredited), in the hopes then that such data could then be useful for cross-departmental comparisons of the type that CAAC might undertake. All such self-assessments and program evaluations it is hoped will help inform wise maintenance and upkeep of existing programs.K. Woods-Johnson asked what kind of data CAAC would be interested in collecting and for what purposes?W. Ko stated that she hoped the template would be helpful for CAAC to develop a checklist.S. Powers clarified that what is needed is some data to provide context when assessing the relative strength of programs. It would be nice to look at the executive summaries of such program evaluations.K. Woods-Johnson then informed CAAC of a site where the executive summaries are displayed, noting again that this only claimed departments that were not nationally accredited.B. Rayfield observed that a 10-year cycle (the typical requirement for an external program review) seemed a long stretch, if one is concerned about accountability.A. Payne noted that CAAC could become an entity offering an interim review during that 10-year cycle, in order to check to see if programs were attempting to meet the goals for change stated in their executive summaries/external review reports.W. Nesser offered that she liked the idea of CAAC offering an interdisciplinary “set of eyes” for different insights on programs. |  |
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| 1. **Approval of Mathematics Teaching Major**
 | NA | Motion by J. Kinne to approve, second by W. Ko. (7-0) |
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| 1. **Chair’s Report and Executive Action Items**
 | Received report from colleges regarding overlapping majors and minors. This will be sent out to committee members in order to inform a discussion at our next meeting. |  |
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| 1. **Senate Executive Committee Report**
 | NA |  |
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| 1. **Old Business**
 | NA |  |
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| **Adjournment** | Meeting adjourned 1: 26 PM | Motion by J. Kinne, second by W. Ko. |
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