

Approved: 10-9-12

CAAC #1

INDIANA STATE UNIVERSITY  
FACULTY SENATE  
CURRICULUM AND ACADEMIC AFFAIRS COMMITTEE

CAAC 2012-2013  
Steven Lamb, Chair  
September 11, 2012  
MINUTES #1

Members Present: P. Cochrane, S. Frey, S. Kiger, R. Guell, S. Lamb, R. McGiverin, D. Malooley

Student members:

Ex-officio: L. Maule, C. Otts, Y. Peterson, S. Powers

Executive Committee Liaison: T. Sawyer

Absent: L. Nellis, G. Zhang

Guests:

T. Sawyer called the meeting to order at 2:05 PM.

1. Officers were nominated and elected by acclamation. Officers for 2012- 2013 will be Chair: Steve Lamb, Vice Chair: Bob Guell, Secretary: David Malooley.
2. S. Lamb discussed the Charges to CAAC for the year. Please send your preference to S. Lamb of those of greatest interest to you so it may be possible to create sub-committees to work on them.
3. S. Lamb discussed the four task force groups that were created to work on strategic initiatives.
  1. Administrative Structure: this group is working on the materials provided by the CAAC last year on unit structure and procedures for handling administrative changes.
  2. The Textbook group is working on the possible strategies to make texts affordable.
  3. The University College TF: this group has been working on the structure of the UC and will be reporting soon.
  4. The Program Task Force: worked on proper sizes for programs. The report has been provided to the Provost.
4. S. Lamb addressed the work of the CAAC and stressed that there would be a great deal to handle this year especially addressing the reports from the four task force groups. It is important that CAAC thoroughly and carefully consider each report and curricular item coming before the committee while simultaneously encouraging program growth and curricular advancement. This must be accomplished without placing undue burden on the program areas, the Faculty, or on CAAC itself.

5. S. Lamb discussed the meeting time but Tuesday at 2:00 PM was the only time available for all but one member. Following discussion, it was decided a final attempt to verify the best meetings day/time would be made. D. Malooley will initiate a final Doodle poll.
6. The next meeting will be Tuesday, September 18, 2012 at 2:00.
7. The Committee adjourned at 2:25 PM

Respectfully Submitted  
David J. Malooley, Secretary