

Committee on Academic Affairs (COAA) Committee Meeting Minutes

Monday, March 23, 2025
College of Business and Computing Conference Room

Members Present: Brian Smith, Mark Grimes, Michael Moir, Karen Cook, Tzvetelin Iordanov, Kailash Ghimire, Allen Brown, Rhonda Slocumb, Annie Laurie Nichols, Jessica Ouzts, Ashley Waller, Bryan Davis, Krista Smith

Guests Present: Jonathan Carter

1. Having determined that a quorum was present, Smith called the meeting to order at 4:00 PM.
2. Smith asked that without objection, the **minutes for 02/16/26** be approved. There was no objection, so they were approved by unanimous consent.
3. Cook moved that the proposal for major curriculum change to the **B.S. in Chemistry** be approved. Moir provided a second.
 - *Iordanov noted that a change needed to be made to the submitted curriculum sheets to change a typo related to total credit hours needed in each section – from 61/59 to 60/60.
 - *The motion was approved with the noted changes. Smith will reject the dynamic form to allow Iordanov to swap the incorrect attachment with a proper one, then will forward the updated form to the Senate.
4. Slocumb moved that the proposal for Change to Academic Policy for **Double Majors** be approved. Moir provided a second.
 - *Davis noted that the proposed language stated two diplomas would be awarded (one for each degree) but that was only the case if the student submitted a graduation application for each degree, and offered an amendment to add a sentence stating that a separate application request was required for each degree. The amendment motion was seconded by Moir.
 - *Amendment was approved.
 - *Motion was approved, and Smith will forward the amended file to Senate.
5. Smith asked that, without objection, the proposal for course deletion for **HRMT 3670S** be approved.
 - *There was no objection from the committee, so Smith will forward the proposal to the appropriate people for filing and processing.
6. Smith asked that, without objection, the proposal for curriculum change for the **Presidential Leadership Certificate** be approved.
 - *Davis and Grimes both objected, so Cook moved that the proposal for curriculum change for the **Presidential Leadership Certificate** be approved. Moir provided a second.
 - *Davis noted that there a number of classes reflected on the new program were being changed from 2 credit hours to 3 credit hours, and that COAA needed to address course change proposals for those items before approving the curriculum sheet changes.
 - *Grimes noted that the catalog year on the new form needed to be updated to reflect 2026/2027.
 - *Motion failed. Smith will reject the dynamic form and update originator as to necessary materials for our April meeting.
- 7-10. Smith asked that, without objection, items 5 through 12 be considered as a group..
 - There was no objection from the committee, so Smith asked that, without objection, the block be approved.
 - Davis made the same note about the comment in the course outline. Gugg committed to making this change.
 - *There was no objection from the committee, so Smith will forward the proposal to the appropriate people for filing and processing.

13. Smith asked Davis to provide an update on the **NISS implementation** process.
- *Davis noted that this is an ongoing implementation, and that we were about one year into an overall three-year process.
 - *The primary focus areas right now are establishing a proactive advising model, and beginning to collect academic data related to advising outcomes.
 - *Drs. Abbott and Grissett are working together as an “Academic Advisement Council” to create a “Standard of Care” for advising; a draft of this document should be available for review during Southwestern Week.
 - *We will begin reviewing other recommendations from NISS beginning in April, with a goal of Fall 27 being formal implementation of those.

There being no further business, Smith closed the meeting at 4:24PM.

Respectfully submitted,
Mark Grimes, CoAA Secretary