Committee members in attendance: David Benson, Kelly Berkson, Sharon Billings, Greg Burg, Marta Caminero-Santangelo, Jorge Pérez, Michelle Heffner Hayes, Allard Jongman, Robin Rowland and Steve Sanders

Others in attendance: Dave Ekerdt, Marsha Haufler, Liz Kowalchuk Brian Laird, Karen Ledom, Jim Mielke, Becca Peterson, Anne Sawyer, Donna Tucker and Rob Weaver

The meeting was called to order by Associate Dean Rob Weaver at 4:00 PM.

**Request to Consider an Addendum to the CAC Agenda**

A motion was made and seconded to include in the current Agenda the consideration of Item # IV (Dual-Title Ph.D. Degrees…). The motion was approved unanimously.

**Request to Change Order of the CAC Agenda**

A motion was made and seconded to change the order of the CAC Agenda to consider Item # IV (Dual-Title Ph.D. Degrees…) as part of the CGS report, rather than as the final item on the Agenda. The motion was approved unanimously.

**Minutes**

A motion was made and seconded to approve the November 9, 2010 minutes of the College Academic Council as written. The motion was approved unanimously.

**Report of the Committee on Graduate Studies (CGS)** (Brian Laird, 2010-2011 CGS Chair, reporting)

- The motion (CGS report by Brian Laird) was seconded, and the CAC voted unanimously to approve the following curricular changes:
  - **NEW COURSES**: EALC 743, EALC 841, POLS 710
  - **COURSE CHANGES**: ANTH 706, FMS 702, FMS 743, FMS 841, LING 706, LING 739, LING 822, LING 980
  - **DELETED COURSES**: LING 750, LING 753, LING 850, LING 950, LING 960, LING 970
- The motion (CGS report by Brian Laird) was seconded, and the CAC voted unanimously to approve the College policy recommendation regarding comprehensive oral exam enrollment.
- The proposal for Dual-Title Ph.D. Degrees in Communication Studies, Psychology or Sociology AND Gerontology was presented by Professor Dave Ekerdt, Director of the Gerontology Program. The motion (CGS report by Brian Laird) was seconded, and the CAC voted unanimously to approve the Proposal.

**Report of the Committee on Undergraduate Studies & Advising (CUSA)** (Donna Tucker, 2010-2011 CUSA Chair, reporting)

- The motion (CUSA report by Donna Tucker) was seconded, and the CAC voted unanimously to approve the following curricular changes:
  - **NEW COURSES**: BIOL 480, BIOL 481, EALC 315, EALC 413, EALC 541, EALC 543, HA 588, HWC 150, HWC 151, JWSH 318, SLAV 318, WGSS 640
  - **DELETED or DEACTIVATED COURSES**: AAAS 602, HAIT 200, EALC 306, POLS 682, REL 304, REL 306, REL 307, REL 324, REL 372, REL 441, REL 512, REL 526, REL 539, REL 672
  - **CHANGES**: AMS 290, CHEM 646, CHEM 648, EALC 105, EALC 108, ENGL 498, ENGL 499, FMS 302, FMS 315, FMS 413, FMS 541, FMS 543, LING 312, LING 314, POLS 640, REL 104, REL 105, REL 106, REL 107, REL 108, REL 109, REL 124, REL 125, REL 171, REL 172
- The motion (CUSA report by Donna Tucker) was seconded, and the CAC voted unanimously to approve the following Degree Requirements:
  1. Change to Existing Linguistics Major and Minor
  2. Change to Existing English Major – Language Rhetoric and Writing and Creative Writing Emphases and Change to Departmental Honors Requirements
  3. Change to Existing Admission Requirements for the English Major
4. HL Principal Course Designation for New HWC 150/151 Courses
5. Change to Existing Religious Studies Major and Minor
6. Change to Existing Russian and East European Studies Co-Major and Minor
7. Change to Existing Women’s Studies Major and Minor
8. Change to Existing Human Sexuality Minor
9. Create Admission Requirements for Existing Theatre Major

- Other (clarifications from November 9, 2010 CAC)
  (Karen Ledom reporting)

1. Discussion of the College process for reducing the minimum number of total hours required for an undergraduate degree from 124 to 120, following the Board of Regents’ approval of same:
   The deadline for concerns to be raised to University Governance is January 27, 2011. After that, the College will review its appropriate next steps in the process.

2. Clarification of repetition of HNRS 200 for credit:
   HNRS 200 may be repeated for credit because topics change upon repeated enrollment.

3. Clarification of the difference between “deleting” a course from the College catalog and “deactivating” a course:
   “Deleting” a course removes it permanently from the College catalog; “Deactivating” a course number removes it from the College catalog, but includes the option to reactivate the course number in the future.

4. Clarification of the retroactive withdrawal petition process and consistent documentation for review by the Academic Standards subcommittee of CUSA:
   This adjustment of the College’s process brings it into alignment with the current KU Records Retention policy, which requires retention of grade information for two years. The retention requirement does not include email communications.

5. Clarification request of edits to Chemistry Minor – Proposed Requirement Elective Group
   - See highlighted sections of Addendum. NOTE: the edits also include a correction for the number of credit hours for CHEM 516 Analytical Chemistry (3) and CHEM 517 Analytical Chemistry Laboratory (2)

After receiving a motion and a second, the CAC voted unanimously to adjourn the meeting at 4:45 PM.

Next College Academic Council Meeting: Tuesday, February 8, 2011, 4:00 PM (210 Strong Hall)
Minutes recorded and transcribed by Anne Sawyer, Secretary to the College Assembly

ADDENDUM – Clarification request of edits to Chemistry Minor – Proposed Requirement Elective Group
NOTE: Content remains unchanged; edits were in formatting only (bulleting and grouping)

b) Change to Existing Minor in Chemistry

PROPOSAL:
Adjust the minor requirements to correct an error in the number of elective hours required and an error in an elective option listed that may not be taken independently. Additionally, to adjust minor requirements to eliminate a course that is proposed for deletion.

CURRENT REQUIREMENTS:
The minor allows students outside the department to obtain a strong, distributed background in the discipline. It is particularly useful for students anticipating careers in medicine, allied health, biological sciences, environmental sciences, chemical engineering, business, law, secondary education, or any career in which a basic understanding of the molecular sciences is helpful. A total of 23 to 25 credit hours is required, including 12 hours of upper-division work and at least 2 upper-division laboratories. Students should see a chemistry department adviser early in the junior year.

Required Courses (15 hours)
- CHEM 184 (or CHEM 185) Foundations of Chemistry I (5)
- CHEM 188 (or CHEM 189) Foundations of Chemistry II (5)
• CHEM 622 Fundamentals of Organic Chemistry (3)
  or CHEM 624 Organic Chemistry I (3) or CHEM 628 Organic Chemistry I, Honors (3)
• CHEM 625 Organic Chemistry I Laboratory (2)

**Elective Group I (5 – 6 hours) PROPOSED TO ADJUST TO 5 HOURS**
Choose 1 of the following:
• CHEM 640 Biological Physical Chemistry (3) and CHEM 641 Biological Physical Chemistry Laboratory (2) (fall only)
• CHEM 646 Physical Chemistry I (3) and CHEM 647 Physical Chemistry Laboratory I (2)
• CHEM 516 Analytical Chemistry I (3) (fall only) and CHEM 517 Analytical Chemistry Laboratory I (2) (fall only)

**Elective Group II (3-4 hours) PROPOSED TO ADJUST TO 3 HOURS**
Choose 1 of the following:
• CHEM 640 Biological Physical Chemistry (3) or CHEM 646 Physical Chemistry I (3)
• CHEM 516 Analytical Chemistry I (3) (fall only) – PROPOSED TO REMOVE BECAUSE COURSE HAS A CO-REQUISITE
• CHEM 667 Systematic Inorganic Chemistry (3) (spring only)
• CHEM 690 Environmental Chemistry (3) (offered at irregular intervals) – PROPOSED TO REMOVE BECAUSE COURSE IS PROPOSED TO BE DELETED

**PROPOSED REQUIREMENTS:**
The minor allows students outside the department to obtain a strong, distributed background in the discipline. It is particularly useful for students anticipating careers in medicine, allied health, biological sciences, environmental sciences, chemical engineering, business, law, secondary education, or any career in which a basic understanding of the molecular sciences is helpful. A total of 23 credit hours is required. Students should see a chemistry department adviser early in the junior year. Some of the required courses are only offered once per year.

**Required Courses (15 hours)**
• CHEM 184 (or CHEM 185) Foundations of Chemistry I (5)
• CHEM 188 (or CHEM 189) Foundations of Chemistry II (5)
• CHEM 622 Fundamentals of Organic Chemistry (3)
  or CHEM 624 Organic Chemistry I (3)
  or CHEM 628 Organic Chemistry I, Honors (3)
• CHEM 625 Organic Chemistry I Laboratory (2)

**Elective Group I (5 hours)**
Choose 1 of the following:
• CHEM 640 Biological Physical Chemistry (3) and CHEM 641 Biological Physical Chemistry Laboratory (2)
• CHEM 646 Physical Chemistry I (3) and CHEM 647 Physical Chemistry Laboratory I (2)
• CHEM 516 Analytical Chemistry I (3) and CHEM 517 Analytical Chemistry Laboratory I (2)

**Elective Group II (3 hours)**
Choose 1 of the following:
• CHEM 640 Biological Physical Chemistry (3) or CHEM 646 Physical Chemistry I (3)
• CHEM 667 Systematic Inorganic Chemistry (3)

**JUSTIFICATION:**
The Chemistry Minor presently includes 15 hours of required coursework and 8 (erroneously listed as 8-10) additional hours from two ‘Elective Groups’. Elective Groups I and II were set up so that the students would take one additional lecture course along with the associated laboratory course (total of 5 hours), and a second lecture course without the associated laboratory course (3 hours). Elective Group II requirements need to be updated for the following reasons. (1) CHEM 516 (Analytical Chemistry; 3 hours) and the associated laboratory course CHEM 517 (Analytical Chemistry Laboratory; 2 hours) are co-requisites, so CHEM 516 cannot be taken independently. (2) CHEM 690 (Environmental Chemistry; 3 hours) is being eliminated. The old description also contained incomplete information about the semester in which courses taught only once per year are offered, but including that information for all courses makes the description unwieldy. We decided to simply add a line to the introductory section of the description stating that some courses are only taught once per year.