**Report on CDA 6th November 2019**

**Pam Cole**

Chairs are making lots of substitutions due to vague major requirements. Chairs need to be clear on difference between related courses and free electives.

Cross-level courses must show very clear differences between Graduate and undergraduate leaning objectives and assignments.

Departments should plan new courses and programs two years in advance.

It is very hard to schedule Fall 2020 when many course and program changes and new courses and programs are still making their way through GPCC/UPCC (and USG).

Program Review is being reinstated – programs will be reviewed every three years.

**Ron Matson**

Digital Measure is not changing as too late to change now, as current contract runs out in March 2020.

Ron wants 2 year contract but DM wants 4 year contract.

Bidding alone for a new vendor takes 6 to 9 months, not including training time and pre-decision work.

Also, UITS has limited capacity to handle changes in software.

Banner is going to USG in 2020. KSU is going to CAREERS to handle hiring.

Note majority of chairs present did not want DM.

Provost decides who get which faculty lines.

**Chairs Comments**

Want Adobe suite offered free to all KSU student snot just staff and faculty, as it costs $75 to 240 a year.

Chairs want DOU to be combined for all software not have to be redone every time new software is opened.

**Accessibility**

All courses should be accessible not just online courses. Can use accessibility checker on MS products. There are accessibility workshops.