

**Academic Affairs Curriculum Council**

Meeting Minutes – September 23, 2020 - 3:30PM via Zoom

Meeting Led by Dr. Darla Fent-Kelly

**I. Welcome / 3:30**

- Any undergraduate program change must have the answer to the math questions at the end of the form
- Use Ctrl+F to find specific courses in the catalog and/or specific wording and spelling in proposals and other documents
- FSI courses are required to give a response to the math questions – although there are multiple degrees within the program – answer with best formatting possible

**II. Roll Call / 3:30**

*Members Present:* Ms. Ally Hardaway, Dr. Darla Fent-Kelly, Ms. Vickie Garlitz, Dr. Karen Manna, Dr. Geoff Willis, Dr. Cheryl Evans, Mr. Corey Smith, Dr. Rozilyn Miller, Dr. Linh Pham, Dr. Bob Brennan, Dr. Greg White, Dr. Tara Dalinger, Dr. James Creecy, Dr. Barbara Weidell, Dr. Benjamin Tayo, Dr. Mariya Burdina, Dr. Mike Nelson, Dr. Alyssa Provencio, Dr. Sandra Thompson, Dr. Robert Mather, Dr. David Stapleton, Dr. DiAnn McDown, Dr. Liz Lane-Harvard, Dr. Marcy Tanner-Garrett, Mr. Patrick Colon, Dr. Huiying Chen, Dr. Jerry Green, Dr. Victoria McKee. *Members Absent:* Dr. Lauren Loucks, Mr. Michael Litzau, Dr. Marc Goulding, Mr. Aaron Sterba, Ms. Heather Peck, Dr. Britney Hopkins, Ms. Niccole Miller, Ms. Shelley Lute, Ms. Tami Clavin, Ms. Pam Platz, Ms. Christine Fisher.

**III. Curriculum Committee Reports / 3:38**

**i. Curriculum Committee I / 3:38 & Report Approved / 3:49**

**Proposal #1 – Hold** – further information needed // 4:05 – information needed was confirmed and approved – status was previously voted on, information will be presented and voted on at 10/7 meeting

**Proposal #2 – Approved** – mock trial to court based

**Proposal #3 – Approved – with revisions & approval of proposal #1** – field study as option in catalog

**Proposal #4 – Hold** – Biology courses, names, and hours did not add up & math question was not answered

**Proposal #37 – Approved – with funding and revision made** - add ‘listed’ for clarification & money may be required eventually

**Proposal #38 – Approved**

**Proposal # 39 – Approved**

**ii. Curriculum Committee II / 3:50**

No Report Presented

**iii. Curriculum Committee III / 3:50 & Report Approved / 3:52**

**Proposal #47 – Approved**

**Proposal #48 – Approved**

**Proposal #49 – Approved**

Proposal #46 – Approved – with revisions – change suggested to committee & contacted proposal author

Proposal #45 – Approved – math question answered

Proposal #50 - Approved

**iv. Curriculum Committee IV / 3:52 & Report Approved / 4:00**

Proposal #40 – Approved

Proposal #41 – Hold

Proposal #42 – Hold – questions to be presented to department

Proposal #43 – Hold – 4000 level course with no prerequisites / reaching out to the department

Proposal #44 – Hold – reaching out to the department

**v. Curriculum Committee V / 4:00**

Proposal #51 – Approved

Proposal #52 – Approved

Proposal #53 – Approved

Proposal #54 – Approved

Proposal #55 – Hold – concern with course sounding similar with a business course ; Business did have problem with this course – further discussion is being conducted

Proposal #56 – Approved

Proposal #57 – Hold - until Proposal #55 is approved – name change approved but course not approved

**IV. Announcements / 4:05**

- Proposals are due to Academic Affairs on October 1
- Committee reports are due to Vickie by noon on the day of meeting
- The goal is to review 10-15 proposals each meeting
- Meeting with committee to plan on how committee will review and get all information in to chair before meeting date
- Reach out to departments to get answers on proposal questions
- College and Dean representatives – any new programs, certificates, majors, and minors AND deletions – presented to PAC and Deans' Council – once the reports have been given, provide the dates presented to Ally

**V. CTE Report / 4:08**

- All proposals approved from Spring 2020
- Proposals have been sent out to committee to review

**VI. Adjournment / 4:12**