

# CURRICULUM COMMITTEE

---

## MEETING MINUTES

Date: March 17, 2022

Time: 4:00 PM

Place: VIA TEAMS

### I. Call to Order

- a. The March Curriculum Committee meeting was held via Teams on Thursday, March 17, 2022 at 4:00 PM. Chairperson Spicher called the meeting to order and welcomed the committee members.
- b. Six voting members were needed for quorum. Attendees included: Susan Spicher, Dr. James Yates, Linda Bates, Tammy Ward, Brandy Mendoza, Jayna Winiecki, Kelly Goodwin, and Jennifer Schroeder. Garrett Trussell was absent.

### II. Approval of Minutes

- a. The meeting minutes from the February 24, 2022 meeting were reviewed by the committee.
- b. There were no additions or corrections to the minutes. Dr. Yates moved to approve the minutes as presented with a second by Linda Bates. Motion carried with seven in favor and zero against.

### III. Chair Updates

- a. Academic Affairs Council approved Curriculum Change Request HS007 02152022LAWS. It will move forward to Planning Council.

### IV. Old Business

- a. A formal discussion regarding the extension of the chair term length occurred. The purpose of the extension is to allow a chair to serve an extra term due to process changes that are currently in place. The committee agreed that having the freedom to do this was a good idea, but no one wanted to return to the long-standing chair position. To ensure the wording of the motion is appropriate and all committee members were allowed to vote, this was emailed to the full committee for approval.

MOTION: To allow a two-year term for the chair and vice-chair positions on the Curriculum Committee upon request of the committee. A maximum of one additional term will be allowed following the initial appointment. Motion carried by email vote with seven in favor and zero against.

### V. New Business

- a. Curriculum Change Requests for Consideration from AS/CIT
  - i. AS002-03062022TURNER001 – Delete CSCI 1425
  - ii. AS002-03062022TURNER002 – Delete CSCI 1203
  - iii. AS002-03062022TURNER003 – Delete CSCI 1112

- iv. AS002-03062022TURNER004 – Delete CSCI 1102
- v. Discussion: Four courses are requested for deletion from the CIT program. These will not be deactivated. Any courses deleted from programs remain in Jenzabar for our records; however, they will not be offered as part of the CIT curriculum moving forward. The only information remaining in Jenzabar is the course number and description. These will be removed from the GPS. There was discussion about keeping the master syllabi on U drive for future reference should the Office of the Registrar need access to it.
- vi. MOTION: Jennifer Schroeder moved to approve the four requested course deletions and create a deleted/deactivated course folder to archive the master syllabi on U Drive. We will ensure the Registrar has access to the folder for future reference. Linda Bates seconded the motion. Motion carried with six in favor and zero against.
- b. Curriculum Change Requests for Consideration from AS/EDUC
  - i. AS026-3142022SPICHERCP
    - 1. Discussion: Since Chairperson Spicher requested the changes to this program, Dr. Yates accepted the request and completed intake on behalf of the committee. The requests will change the required number of credits from six to nine to align with the certificate of proficiency in teaching recently implemented by the Arkansas Department of Education. The changes match the state certificate; however, SouthArk will not change the name of the certificate offered. The change enables a recent high school graduate to earn a certificate to be an assistant teacher. The certified teaching assistant credential will stack to create the technical certificate for paraprofessionals. From there, the student can progress to the associate's and bachelor's degrees to grow teachers from within the district. Student teaching could occur at the school where the student works as a paraprofessional.
    - 2. MOTION: Jayna Winiecki moved to approve the curriculum change request for the CP for Education Studies to include the requested course. Brandy Mendoza seconded the motion. Motion carried with six in favor and zero against.
  - ii. AS026-3142022SPICHERTC
    - 1. Discussion: Again, Dr. Yates completed intake on this request. The technical certificate already includes the course that was added to the CP above. A few years ago, approvals added Fundamentals of Biology to the program; however, physical science was not included in the change at that time. The committee discussed the specific courses that would be allowed in the technical certificate to meet the science requirements. The forms will be resubmitted prior to approval to list the choices available for students. This will be approved via email upon receipt of the updated documents.
    - 2. MOTION: Jennifer moved (via email) to accept the requested changes to include a physical and biological sciences for the TC in Education Studies. Brandy Mendoza seconded the motion. Motion carried with a vote of seven in favor and zero against.

## **VI. Announcements**

- a. The Committee did not provide program announcements at today's meeting.

## **VII. Adjourn**

- a. Dr. Yates moved to adjourn the meeting and Kelly seconded the motion.

Respectfully Submitted,

Jennifer Schroeder  
Recorder