

CURRICULUM COMMITTEE

MEETING MINUTES

Date: November 29, 2022

Time: Via Email

Participants: Jayna Winiecki, Brandy Mendoza, Tammy Ward, Jennifer Baine, Mike Laws, Dr. James Yates, Susan Spicher, Garrett Trussell, and Jennifer Schroeder

I. Call to Order

On Tuesday, November 29 at 7:56 AM, Ms. Spicher emailed the committee to provide all documents and lead the official discussion regarding curriculum requests submitted this month.

II. Approval of Minutes

Brandy Mendoza moved to accept the minutes from the October 24, 2022 meeting. Dr. Yates seconded the motion. Motion carried. Brandy Mendoza moved to accept the minutes from the November 3, 2022 virtual meeting. Dr. Yates seconded the motion. Motion carried.

III. Curriculum Proposal CTE017-11172022Winn (ACAP)

The ACAP program requested an update to the master syllabi for the spring semester. Questions arose regarding the number of the ACAP courses. For this proposal, the previous numbering system will be used. A full review of the program and additional updates will be provided in the spring. The numbering system will be considered with registrar collaboration at that time. Dr. Yates moved to accept this proposal with a second by Jayna Winiecki. Motion carried.

IV. HS003-11212022Meyer (prefix change):

Dean Meyer requested a prefix change for two biology courses. The prefix would change to KINS for each and oversight would move from Arts and Sciences to Health Sciences. Brandy Mendoza moved to approve the requested prefix change with a second by Dr. Yates. Motion carried.

V. Adjourn

All votes and discussion were concluded on the afternoon of Tuesday, November 29.

Respectfully submitted,

Jennifer Schroeder

Secretary