

## Curriculum Committee Meeting

### Minutes

August 23, 2022

**Present:** Gary Morris, Dwight Heaster, Ken Lang, Larry Baker, Rico Gazal, Jonathan Minton, Kevin Evans, Kaitlin Ensor, Schuyler Chapman, Cheryl McKinney, Sara Sawyer, Rachel Adams, Gerda Kumpiene

**Absent:** Jason Barr

**Guests:** Ann Reed, Leisa Dean, Mari Clements, Connie Stout

**Approval of Minutes:** Dr. Ensor asked that the third bullet under Social Science be removed, and the that the beginning wording on the first bullet under Social Science be updated to: "Last academic year". Dr. Evans motioned to approve the August 9<sup>th</sup> minutes, with discussed changes, Dr. Chapman seconded. Motion passed.

#### Old Business

Action on interpretive memo regarding submission process and action items

- Memo still needs to be updated with changes from 8/9 meeting
- Dr. Evans motioned to table the discussion until the memo is updated, Dr. Sawyer seconded. Motion passed.

Committee Members

- Faculty Senate shared that one seat is still open. Must be from departments other than Business, Science & Math, and Language & Literature

#### New Business

Deadline for Submissions

- Academic Affairs proposed to move up the deadline for submission of documents prior to the next meeting, so that there is more time for review and to make sure documents are finalized before brought to the committee
- The new deadline will start for the September 20<sup>th</sup> meeting

Updated Cover Page

- "Credit hour/student workload policy" on bullet 1 under the list of attachments was updated to reflect wording in the catalog "semester credit hour policy". Dr. Morris ensured that the committee members were aware of the policy
- The statement about the semester credit hour policy was also added to the Credit Hour Requirements box
- A section on what to submit for new programs was added
- Under the Department drop down box, Academic Affairs and Other were added as options
- The cover page should be included for course changes as well

- The group requested to add Plan of Study to numbers 3 under Program Changes and New Programs, and also recommended adding the catalog page for the semester credit hour policy for reference
- Ashley will update the form for the next meeting

#### General Education Taskforce Recommendations

- Academic Affairs will need input from departments as to what will replace the 9 hours of gen eds in order to update the catalog
- There is not a maximum number of electives
- The cover page credit hour requirements will need to be updated after changes are processed
- Dr. Lang asked members to review with their departments and bring suggestions/questions to next meeting

**Adjournment:** Dr. Lang adjourned the meeting at 1:26 p.m.

*Ashley Nicholas*

*August 25, 2022*