

Curriculum Committee Meeting

Minutes

November 18, 2025

Present: Mari Clements, JD Carpenter, Scott Beatty, Connie Stout, Kevin Evans, Adam Black, Amanda Chapman, David O'Dell, Kaitlin Ensor, Schuyler Chapman, Dwight Heaster, Sara Sawyer, Bob Hutton, Brooklyn Golden and Rachel Adams

Absent: Lloyd Bone

Guests: Pam Brown, Ann Reed, Kandas Queen

Approval of Minutes

- Minutes from November 4, 2025: Kevin motioned to approve, Schuyler seconded. Motion passed

Old Business

Fine Arts Course Outlines

- Since Lloyd was not able to attend the meeting, Adam tabled this topic until the next meeting

Learning Objectives by Department

- No update since the last meeting

Land Resources Course Outlines

- The Wildlife Management catalog pages, and submitted course outlines were updated based on discussion at previous meetings
- FRST 216 should only have one learning objective
- ENVR 193 outline – the phrase “students will” needs to be removed from learning objectives
- David motioned to approve as amended, Schuyler seconded. Motion passed

IDS

- Mari provided an overview of changes
- Amanda motioned to approve, Kaitlin seconded. Motion passed

Course Outline Review

- An update was provided as to where departments are with reviews
- Adam asked departments to work on submitting updated/missing outlines by the next meeting

New Business

Department Catalog Pages

- Business and Land Resources submitted changes, which are informational for the committee

- There was an untracked change on the pages for Business that included an incomplete sentence. Kevin also asked if the MBA program should be referenced. JD will update, then Adam or Ashley will provide to the committee via email since this is an informational item
- The Education and Criminal Justice Departments will need to add a reference to masters programs

ENGL 101S Discontinuation

- ENGL 101S will be discontinued, and a revised course outline for ENGL 101 was submitted
- Students aren't coming in with ACT/SAT scores and aren't wanting to take the diagnostic exam to be placed into the proper English class. Instructors will schedule additional meetings or tutoring at the Writing Center for students who need additional help/support
- Kevin motioned to approve, David seconded. Motion passed

EDSP 331 Course Outline

- The course outline for EDSP 331 was missing, so the department submitted a copy
- Sara motioned to approve, Schuyler seconded. Motion passed

RBA Changes

- The catalog pages for the RBA program were updated to better clarify information
- New Areas of Emphasis in Health Sciences & Land Surveying have been added
- There was a correction to the Area of Emphasis section, and David asked if "PHYS any 300-499 level course" could be removed from the Science Area of Emphasis
- Dwight motioned to approve as amended, Sara seconded. Motion passed

WVROCKS Courses

- We currently offer one WVROCKS course (WRBA 300)
- Only RBA students can take WVROCKS courses
- 20 new courses were submitted for approval
- Kandas is the instructor of record since she is the RBA Coordinator, and we do not pay the instructor
- Course information (description/learning objectives) are what WVROCKS creates since they own the courses
- On the course outline for WRBA 411, the title should be Cyber Warfare
- Schuyler motioned to approve, David seconded. Motion passed

Microcredential Form

- A proposal form was provided for departments to review
- This was created based on what HEPC asks for when institutions submit new credentials
- Series 59 is being revised by HEPC but the hours for credentials should be below 12, Mari recommends 9 or fewer
- The process for creating new credentials should start in the department, then the form and credential information should be submitted for Curriculum Committee to review. Mari will

approve as the President's designee. A copy of the information will be provided to the BOG, but it does not need to be approved by them, and would have to be submitted to HEPC for review

- There was a question about a minimum grade being set overall for credentials, such as a grade of "C" or higher in all courses. Departments could require higher standards if they wish
- Adam asked committee members to take the form to their departments for review and input

Adam adjourned the meeting at 1:22 p.m.

November 25, 2025

Ashley Nicholas