

M-I-N-U-T-E-S
Curriculum Committee
Tuesday, September 14, 2021, 11:00 AM
Zoom

Present: Amy Parsons (Chair), Amber Janssen, Jeff Ward, Christine Isakson, Alex Parker, Dianne Meredith, Scott Green, Bets McNie, Don Maier (Non-voting), Kevin Mandernack (Non-voting), Julia Odom (Non-voting), Shari Smiljanic-Villa (Non-voting), Maria Martinez (Non-voting), Graham Benton (Non-voting), and Pat Harper (Non-voting)

Absent: Tony Snell and Lina Neto (Non-voting)

Amy welcomed Maria Martinez, AVP for Enrollment, to the meeting.

I. Approval of Agenda and Minutes

- * Amy called for approval of the agenda for September 14, 2021. The agenda was approved 8-Yes/0-No.
- * Amy called for approval of the minutes for May 11, 2021. The minutes were approved 8-Yes/0-No.

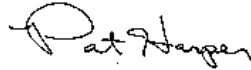
II. New Business

- * Nominations for Chair – There were no nominations. Amy asked for ideas. Bets suggested rotating the lead monthly. Graham pulled up the Curriculum Committee policy, which is dated so it needs to be revised. All members serve for a 3-year term, but the term can be extended. Someone with experience should serve as chair. Bets agreed and added that the chair should also be tenured due to possible political situations. Scott also agreed and suggested that the rotation should be after two meetings. Amy asked if the members were willing to have an email exchange to discuss the issue. Bets stated that many of the members are already serving on many committees. Scott agreed. Scott moved to table the selection of a chair until after further discussion; Dianne seconded the motion. The vote was 7-Yes/1-No.
- * Upcoming Projects for 2021/22 Curriculum Committee
 - o Revise the Curriculum Committee Bylaws – Graham offered his help.
 - o Revise the Curriculum Change Request form.
 - o Create a CCR library – Need managerial support.
 - o A timeline and deadlines need to be implemented. Departments need to notify the Curriculum Committee in advance when they have CCRs needing approval.
- * Bets offered to accept the position of chair of the Curriculum Committee, but she will delegate and will ask for help to get things done. She stated she is not going to shoulder everything and is already on way too many committees. Bets nominated herself as chair of the Curriculum Committee; Amy seconded the nomination. The unanimous vote was 8-Yes/0-No.

- * Scott asked if there should be student representation on the Curriculum Committee. We need to communicate with the Associated Students to let them know that the Curriculum Committee meetings are open for students to attend.
- * Don informed the CC members that Curtis Allen, Naval Science, has been reassigned. LT Kevin Sandifer is the new OIC and LT Dave Telgen is the new AOIC.

The meeting was adjourned at 11:50 PM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Pat Harper".

Pat Harper, Secretary