

[Curriculum Committee]

MINUTES

[10/6/22]

[12:01PM TO 12:55PM]

[HYBRID(GOOGLE MEET/SCIENCE CENTER)]

MEETING CALLED BY	Lisa Hoelsing
MEETING CALLED TO ADJORN BY	Jerry Smith
TYPE OF MEETING	Monthly
FACILITATOR	Lisa Hoelsing
NOTE TAKER	Elizabeth Kornely
ATTENDEES	Aimee Schrader, Laura Dunn, Elizabeth Kornely, Lisa Hoelsing, Jerry Smith Visiting to Present follow-up: Rhonda Jackman
NEXT MEETING DATE	November 3rd, 2022 at 12pm

Agenda topics

[OLD BUSINESS]

[LISA HOESING]

DISCUSSION	Discussed minutes from last week. Went over the approved items and the tabled items.	
	Spoke with Nursing about their CCG's. Laura and Rhonda discussed things they have worked on so far, but explained that things are still being worked on.	
	Degree plan change goes on a Class I. The need to upgrade curricular requests was addressed; they either need to create a curricular request just for degree plans or need to update the Class I and Class II.	
CONCLUSIONS	Table nursing department CCG's as verbiage needs to be added for objectives.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Laura motioned to approve September minutes		
Aimee seconded the motion to approve.		

[WELCOMING OF NEW MEMBERS]

[LISA HOESING]

DISCUSSION	Showed the primary functions of the curriculum committee and discussed what each one means/looks like.	
	Roles were chosen for future meetings. Laura volunteered to be secretary. Aimee volunteered to be chair. Aimee will speak with Sheila Wheeler about being co-chair. We nominate and request that Sheila take this position.	
CONCLUSIONS	Chair - Aimee Schrader, Secretary - Laura Dunn	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

[CCG's]

[LISA HOESING]

DISCUSSION	
	EN 380 - there was no CCG attached to the course. Taught this summer for the first time in a while. CCG passed in the Spring, but no routing slip was included.
	BI 245 - class taught this summer and turned the paperwork in in May and Lisa admits to forgetting the paperwork to be presented during a meeting. Did not have a CCG that went through the committee. Shows Class I on previous paperwork, but Lisa and Patty Farmer corrected it to a Class II on 10/5/22.

ESC 200 - did not have a CCG because it has not been offered for a while. Put together a CCG - the course is not new, it is just being brought back to be taught. Lisa has a hard copy of the routing slip. Jerry suggested a change to Course Objective 2, Lisa stated she will make a note and discuss it with the instructor.

BI 310 - needed a CCG attached.

CONCLUSIONS	
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Jerry motions to approve the CCG's and corrections.		
Elizabeth seconds to approve the CCG's and corrections.		