

**Curriculum committee meeting
10/5/22**

In attendance:

Jennifer Swearingin
Rob Shauger
Mellena Nichols
Melissa Brewer
Brandon Burnette
Rachel Tudor
Laura Lamb-Atchley

Time of meeting:

830CDT-910CDT

Reviewed scope of work

Changes to courses and minors
Change to name does not go to regents
Curriculum committee recommends to academic council

Changes to programs might not need regents approval

Changes to minors do not need to be sent to regents

Grad undergrad certificates sent to RUSO OSRE

Changes in program need to be 6 mo out

Rolling enrollment is challenging for any course changes try to have changes effective in summer

Appendix A shared and showed steps for changes in curriculum

New course approved by CC and then approved by gen ed council can be visa versa

Jen tries to be the stop-gap for moving the process along

Elect chair

Chair needs to hold tenure and be on committee for at least 1 year. Laura Lamb Atchley and Rachel Tudor are the only members with tenure, so Laura was appointed chair.

Review process and guidance from previous years' work:

Jen shared calendar of how it used to work with a schedule for the different levels of curriculum review. Need to schedule backwards to fit those meetings. We will have to meet before academic council meets.

Current work for the committee:

Aviation courses, rec courses, psychology, safety minor, change to marketing only paperwork for ½ of that. Just need a point person to distribute to members and discuss.

Accreditation looming needs curriculum review and we are a part of that.

Jen will forward the next round of approvals aviation courses, rec courses, safety minor
Send via email

Guidance for course changes:

New courses: course content, syllabi, suggested text, professional standards alignment

Change name: better fit for course description if the name changes the content, then resubmit as a new class

Can do online vote and set a meeting date for discussion if needed

Set next meeting:

Set next meeting early November 2nd 830 Rob will send out meeting invite