College Curriculum Review Committee

Meeting Minutes – September 5, 2018

Members Present: R. Casella; V. DeTuri; G. Diller; M. DiVita; E. Gravani; K. Lawrence; P. Gipson; M. Oldemans; J. Peck; K. Rombach; C. Van Der Karr; R. Vooris

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| **Topic** | **Comments** | **Action** |
| **Approval of Minutes** | With no changes, the minutes summary from 5/9/2018 were approved. | **Approved** |
| **Introduction of Committee Members** | Members introduced themselves and what area they represent. |  |
| **Role of the Committee** | Carol discussed the role and expectations of the committee, based on language in the handbook, as well as the committee’s role regarding curriculum review as noted in the Curriculum Change Guide. The updated guide will be posted to the curriculum webpage on Monday, 9/10. |  |
| **Election of Chair** | N. DiVita indicated she is willing to be chair for this academic year. This is also her last term to serve on the committee. With no other nominations received, the committee voted unanimously elected M. DiVita as chair. |  |
| **Old Business** |  |  |
| 1. Alteration of an Existing Course   CRM/SOC 345 – Drugs and Society | This proposal was tabled from last year. More information was needed for the changes being requested. R. Vooris made a motion to recommend; seconded by J. Peck. Unanimous | **Passed** |
| 1. Deletion of an Existing Course   SPM 311 – Legal Issues in Physical Education and Sport | This course was tabled last December. Because Kinesiology uses this course in their programs, this would give them time to develop a replacement course. The department has yet to create a new course, so the committee felt we should not hold up the course deletion request. E. Gravani agreed to reach out to the department again to discuss this implication. The proposal continues to be tabled until we hear back from the department, or until a replacement course is started in Curriculog. | **Tabled** |
| **New Business** |  |  |
| 1. Change of Meeting Time | Due to a change in a department schedule, one member is unable to attend a 2:30 meeting, but could make a 2:45 start time. The committee was agreeable to the new start time of 2:45. |  |
| 1. Other Items for Discussion | * C. Van Der Karr brought up the topic of minors offered on campus and the reasoning behind why it cannot overlap with a major. The committee agree to start a dialogue with a campus discussion. C. Van Der Karr will work on starting this dialogue. * With many proposals heading to CCRC for review soon, C. Van Der Karr suggested the committee review proposals, assigning a lead group as an effective way to review an assigned set of proposals; this does not preclude the rest of the committee to review in part the same proposals. The committee agreed to think about this concept. * C. Van Der Karr suggested a rotating schedule for minute taking. Maggie will send out an email asking members for dates they could take minutes. |  |
| **Meeting Adjournment** | With no additional agenda items, the meeting was adjourned at 3:30 p.m. | **Adjourned** |

Submitted by Pam Schroeder