

MINUTES
CURRICULUM COMMITTEE MEETING

3:30 pm – 5:00 pm

Zoom

December 12, 2023

Voting Members Present:

Liz Peters, Andrea Riffel, Tiffany Kragnes, Lindsay Masten, Sarah Southwick, Charles Lohman, Tania Sheldahl, Stacey Hilton, Kathie Peterson, Jacqueline Mench, and Mark Muchna

Non-Voting Members Present:

Leslie Sparkman, Ustadza White, Diana Dowling, Emily Peek, Sheila Jarrell, and Douglas Berry

Guests:

Kelsey Rumsey, Michael Schaible, Andrew Winters, Dr. Del Genio, and Helen Stephenson

Absent:

Dean Holbrook and Jennifer Ritter

- I. Approval of Minutes from December 5, 2023
 - a. Motioned and seconded to approve the minutes; vote taken; motion approved.

- II. Old Business – Curriculum Proposals
 - a. Course Modification: MET 250
 - i. Motioned and seconded to approve course modification of MET 250; vote taken; motion approved.

- III. New Business – Curriculum Proposals
 - a. New Courses: FMA 119, 207, and 239; Course Modification: FMA 107, 117 and 138; New Program: Media Editing and Post-Production Certificate; New Program: Script Supervisor Certificate
 - i. Motioned and seconded to approve course modification of FMA 107, 117 and 138; New courses FMA 119, 207, and 239; New programs Media Editing and Post-Production and Script Supervisor Certificate; vote taken; motion approved.

- b. New Programs: Fire Science AAS, Fire Service – Advanced Firefighter Certificate, Fire Service Community Risk Reduction Certificate, Fire Service Company Officer Certificate, and Fire Service Driver/Operator Certificate
 - i. Discussed the change from Fire Science to Fire Service for the certificates.
 - ii. Motioned and seconded to approve new programs; vote taken; motion approved.

- c. Course Modification: ANT 101
 - i. Tabled due to the originator not being present.

- d. New Courses: POS 100, 111, and 120
 - i. Dr. Del Genio recommended a reduction in the number of learning outcomes.
 - ii. Sarah brought up concerns about the course description and the learning outcomes.
 - iii. Dr. Del Genio and Dr. Winters expressed concerns over the timeframe to review the courses before they reach the Curriculum Committee.
 - iv. Liz reminded the committee that course issues can be discussed before the curriculum forms are opened.
 - v. POS 111 was changed to 110 and the learning outcomes were modified.
 - vi. Motioned and seconded to approve the new courses; vote taken; motion approved.

IV. Continued Discussion

- a. Curriculum Proposal Originators
 - i. Kathie said those who are not subject matter experts should not propose curriculum changes. Her group believed that faculty outside of a discipline should be permitted to submit a curricular change if there is no other faculty from that area, in which the proposal is being made.

V. Adjournment