

COURSE & CURRICULUM COMMITTEE

MEETING MINUTES

JANUARY 10, 2020

Present: J. Abbott, J. Brady, D. Coates, D. Coblentz, B. deDie, P. Eagan, G. Fredericks, C. Gibson, S. Hubbell, C. Jbara, R. Kraas, P. Linden, A. Nord, K. Sparrow, H. Stevens, T. Sypris

Absent: C. Barrett, K. Grubka, P. Henning, C. Pruis, M. Raines, B. Reynolds, J. Wagner

Guests: S. Reidenbach, Sitting in for Kim Grubka

1. Call to Order – The meeting was called to order at 1:07 p.m.
2. Meeting Minutes of December 13, 2019 were approved as presented.
3. Review/Revise/Approve Agenda – The agenda was approved as presented.
4. Announcements/Updates – None presented
5. Business
 - 5.1 Course Inactivations
 - 5.2 Course Revisions
 - 5.3 New Courses
 - 5.4 Program Inactivations
 - 5.5 Program Revisions
 - 5.6 New Programs

Items 5.1 – 5.6 – None submitted at this time.
6. Informational Pieces – None submitted at this time.
7. Course and Program Update Proposal Forms – K. Sparrow provided the group with an overview of items available on the G Drive and curriculum deadlines. After discussion it was **MOVED, SECONDED, and CARRIED** to approve the Course and Program Update Proposal Forms as presented. As next steps, this information will be shared with ALC.
8. Other – P. Linden brought forward for initial discussion the topic Primary Instructional Method Strategy Changes. Discussion ensued and included Quality Matters standards and guidelines for developing courses. After discussion, D. Coates and K. Sparrow brought forward a motion to remove co-requisite terminology from the new master syllabi template and current master syllabi upon next program review, all having been completed no later than fall 2025. It was **MOVED, SECONDED, and CARRIED** to approve the motion as presented. Alternate Instructional Method was tabled.
9. Upcoming Meetings – February 14, 2020 at 1:00 p.m. in Room 4380
 - March 13, 2020 at 1:00 p.m. in Room 4380
 - April 10, 2020 at 1:00 p.m. in Room 4380
 - May 8, 2020 at 1:00 p.m. in Room 4380
10. Adjourn – The meeting adjourned at 2:00 p.m.