

MEETING OF THE CURRICULUM COMMITTEE

3:00 PM, October 26, 2017

Library 407

Ms. Jennifer Peters called meeting to order after a quorum was reached.

Voting Members in Attendance: Michelle Cole, Julie Rice Rollins, Liz Largent, Makenna Green, Bev Schaeffer, Yuthika Kim, Greg Holland, Michael Machiorlatti, Haifeng Ji, John Claybon, Stephanie Miller, Ann Raia

Absent Voting Members: Ron Feller, Scott Carter, Bruce Cook, Lisa Buckelew, Debbie Myers, Jill Hibblen

Non-voting Members in Attendance: Jennifer Peters, Kim Jameson, Sonya Gore

Absent Ex-Officio Members: Greg Gardner

Others in Attendance: Max Simmons

Approval of Minutes: The minutes as amended from October 12th were approved by silent assent.

General Education Update: No updates

Non-Substantive Changes: No updates

Curriculum proposals:

Deletions

Max Simmons presented information regarding the deletion of the Biotechnology Research Assistant AAS and Biotechnology Research Assistant Certificate. This program has low enrollment and graduation but high costs with two full-time employees and budget for equipment.

Motion to approve the deletion of the AAS and Certificate in Biotechnology was made by Yuthika Kim and seconded by Greg Holland.

For: 11; Against: 1 – Motion Carried

Kim Jameson presented information regarding the deletion of the certificates in Game Design and Computer Animation, which have low enrollments and graduation rates.

Motion to approve the deletion of Game Design and Computer Animation certificates was made by Greg Holland and seconded by Julie Rice Rollins.

For: 12; Against: 0 – Motion Carried

Kim Jameson presented information regarding the deletion of program options in the AAS: Game Design and Computer Animation for the low enrollments and graduation rates.

Motion to approve the deletion of Game Design and Computer Animation options was made by Makenna Green and seconded by Greg Holland.

For: 12; Against: 0 – Motion Carried

John Claybon presented information about deletion of options for the Business AAS in Legal Secretary and Administrative Assistant/Administrative Office Specialist for low market efficacy and redirection of funds to other areas.

Motion to approve the deletion of the Legal Secretary and Administrative Assistant/Administrative Office Specialist was made by Haifeng Hi and seconded by Michelle Cole.

For: 11; Against: 1 – Motion Carried

John Claybon presented information about deletion of certificate in Medical Office Administration due to low enrollment, completion, and graduation rates.

Motion to approve the deletion of Medical Office Administration was made by Julie Rice Rollins and seconded by Haifeng Ji.

For: 11; Against: 1 – Motion Carried

John Claybon presented information about the suspension of the certificate in Geographic Information Systems due to low completion rates. The certificate will be suspended while the College evaluates the demand for the program and its relevance to industry.

Motion to approve the suspension of Geographic Information Systems was made by Greg Holland and seconded by Haifeng Ji.

Meeting adjourned.