

**MINUTES OF THE CURRICULUM COMMITTEE MEETING  
OCTOBER 11, 2007  
LIBRARY ROOM 407A**

Dr. Stephanie Hayes called the meeting to order at 3:03 PM after a quorum was reached.

**Voting members in Attendance:** Ms. Marsha Austin, Dr. Courtney Dodd, Dr. Charlotte Mulvihill, Mr. Al Heitkamper, Ms. Kim Jameson, Dr. Peggy Jordan, Dr. Jim Schwark, Dr. Cecelia Yoder, Mr. Michael Machiorlatti, Mr. Doug Blake, Ms. Liz Largent, Mr. John Ehrhardt, and Mr. Vijayan Ramachandran.

**Non-voting members in Attendance:** Dr. Stephanie Hayes (co-Chair).

**Absent Non-voting member:** Catherine Kinyon (co-Chair)

**Absent Voting Members:** Ms. Barbara Gowdy, Ms. Deborah Myers, Ms. Jacqueline Frock

**Materials Distributed:** April 12, 2007 minutes and Curriculum Guide 2007/2008.

**Announcements:** Dr. Hayes announced that she would be rotating off the committee at the end of the year. She emphasized the need to identify a new Chair at the end of the academic year. Dr. Hayes announced that Jaquie Sherrard would serve as Administrative Assistant to the committee.

**Approval of Minutes:** April 12 minutes deferred to October meeting.

**Other:**

- a. Dr. Hayes welcomed committee members and asked members to introduce themselves by sharing their name and which division they represent.
- b. Dr. Hayes reminded the committee about that the next meeting scheduled for October 25.
- c. Dr. Hayes distributed the new Curriculum Guide 2007/2008 to a few members who had not received a copy.
- d. Dr. Hayes reminded new members to bring both the Curriculum Guide and the College Catalog to each meeting. Dr. Hayes referred to key sections in the Curriculum Guide: Pg 2, Pg 7, Pgs 11-16, and Appendixes.

Dr. Hayes stated she would forward proposals from Arts & Humanities Division for next week electronically.

**Adjournment**

**Dr. Yoder made the motion to adjourn the meeting. Dr. Peggy Jordan seconded the motion. The motion was approved unanimously. Meeting adjourned at 3:20 PM.**