

CURRICULUM COMMITTEE MINUTES

August 29, 2013 3:00-4:30

Next meeting September 12th at 3:00 pm, Council Room

Members Present: Ellie Camann, Charlotte Briscoe, Peggy Burrus, Soomin Chun-Hess, Alexis Clements, Michael Fulks, Lynnette Hoerner, Janiece Knepe Walter, Jamie Parker, Dan Sohl, Jason McCloskey, James Winter, Thyra Powers, Dan Macy, Bill McGreevy

Visitors: Jeremy Cox

NEW MEMBER INTRO AND TRAINING

ADMINISTRATIVE BUSINESS AND ISSUES

1. Curriculum Committee Chair position:
 - Bob Rizzuto approved a 6-credit release for the year for the Chair position, with Ellie to provide a written description of job duties to him and a longer-term decision about releases to be made during this academic year
 - In the absence of any volunteers for the position, Ellie accepted a nomination and was re-elected, contingent on a one year term instead of two.
2. Future meetings:
 - reschedule Oct 24th for Nov 7th
 - committee voted to change maximum allowable member absences without substitute from 2 to 4 per year
 - at least seven voting members must be in attendance each meeting for quorum
3. Sharepoint: All agreed it is not working well, difficult to navigate and there's a need for a new program/procedure. Plans for the future:
 - recruit IT support to maintain Sharepoint
 - SFCC reps to collect data on what other schools are using in their CC
 - approach VPI with request for alternative program/procedure
4. Group Studio Activity Channel:
 - Delete due to lack of use and establish a website on Faculty page of the Portal comparable to the Faculty Senate's, for archiving meeting minutes
5. Requests:
 - Chair requests that members to go into Sharepoint ahead of time to fix minor typos/grammar/formatting etc. This pre-meeting work will cut down on time spent per proposal during our meetings.

- Committee asked that meeting invitations be sent via Outlook by the Chair for the whole academic year at this time

CURRICULUM REVIEW

1. CNG 101 Fundamentals of Networking:
 - a. Change in Course (title, description, competencies, outline)
 - b. Approved with minor changes in grammar and formatting made during the meeting
2. CIS 222 UNIX/Linux Server Administration:
 - a. Change in Course (title, description, competencies, outline)
 - b. Approved with minor changes in grammar and formatting made during the meeting