

Curriculum Committee
August 26, 2022

Attendance: Todd Quinlan, Carol Wiggins, Amy Winningham, Karla Flanagan, Brandon Franke, Cyndi Klausmeyer, David Fleeger, Anna Hall-Ziegar, Jay Anderson, Kristi Urban, Linda Gray, Marcelo Bussiki, Michelle Marburger, Michelle Trubenstein, Richard Hobbs, Pat Westergaard, Shawanda Stanford, Lee Winninghan, Debra Vavra, Kevin Patrick, Katherine Wickes

I. Call to Order

*Todd Quinlan @ 1:30pm

II. Definitions addition to Curriculog

*Presentation given by Cyndi Klausmeyer and Kristi Urban concerning adding clarifying definitions to terms used in Curriculog to aid those having to enter forms/data into the platform. Marcelo Bussiki asked for clarification for some of the terms (i.e. concurrent vs co-enrolled) and suggested that the definitions/distinctions be sent to Deans, Department Heads, Course Coordinators, etc. who would be the ones enter the data into Curriculog.

III. Verification of voting Quorum

IV. Approval of minutes from April 2022

- a. Corrections made by Todd Quinlan
- b. Jay Anderson suggested adding discussion
- c. Minutes approved with modification

V. Old Business

a. Approval of By-Laws

*Sub-committee formed to review by-laws with proposal to vote on its acceptance at a later meeting. Sub-committee members are as follows: Todd Quinlan, Marcelo Bussiki, Brandon Franke, Michelle Trubenstein, Karla Flanagan, and David Fleeger

b. Election of Chair-Elect

*Determined that according to current By-laws, a chair-elect is not do up for vote. Discussions were had lead by Brandon Franke and Marcelo Bussiki over if the term length for serving should be shortened. Committee representatives from the various departments gave feedback on the matter. The By-laws sub-committee will further discuss the subject.

c. Elect new Secretary

*Katherine Wickes volunteered to take the position. The motion to close nominations was made by Karala Flanagan and second by Michelle Trubenstein. Committee members voted and approved the closing of nominations. A motion to re-elect Katherine Wicks as

secretary was made by Karla Flanagan and second by Debra Vavra. Committee members voted and it was passed.

d. Proposal to approve: FIRS 1203

*Michelle Trubenstein presented that FIRS 1203 (2 credits) would replace FIRS 1103 (1 credit). A motion was made by Karal Flanagan to approve FIRS 1203 as a new course and second by Michelle Marburger. Committee members voted and it was passed.

VI. Calendar for Fall 2022

a. Meeting dates:

i. Sept. 16th, Oct. 21st, Nov. 18th, all @ 1:30pm

b. Proposal deadlines (entry/Curriculum Committee Chair step)

i. Sept 2nd (Sept. meeting), Oct. 7th (Oct. meeting), Nov. 4th (Nov meeting)

c. Meeting info to go out Monday before each meeting

*Meeting dates and format (Microsoft Team) was discussed and agreed upon

VII. Adjournment

*Motion to adjourn the meeting was made by Michelle Marburger and second by Michelle Trubenstein. Meeting was adjourned.