Curriculum and Instruction Team Meeting
October 20, 2022
Minutes

Members Present: Lori Armstrong, JoElla Basler, Danielle Boyd, Roberta Christie, Amanda Hannan, Wendy Harris, Lorena Hines, Laura Hosfeldt, Mindy Reach, Kayla Sauerbrunn, Ruth Smith, Dr. Ryan Thornsberry.

Members Absent: Dr. Tammy Capps, Kayla Sauerbrunn, and Ruth Smith (attending conference)

Guests: Sabrina Black (non-voting member) and Jean Ellen Boyd

Chair: Dr. Kristin Shelby

VP of Academic Affairs: Darci Cather

Executive Associate to VPAA: Felicia Rouse

I. Call to Order
II. Roll Call
III. Minutes TABLED from September 15, 2022 (Lori Armstrong made a motion; Wendy Harris seconded – motion carried)
IV. Action Items
    a. Allied Health
    b. BOT
        i. HVAC
            1. New Course (effective Fall 2023): HAC 0297 – HVAC Internship (HAC 2236) (Roberta Christie made a motion; Felicia Rouse seconded – motion carried)
            2. Curriculum Guide Change for HAC 2233 and HAC 2236
                a. Add the “or” option of ENG 0124 Technical Communication I as an alternative to ENG 0111 English Composition to both curricula. (JoElla Basler made a motion; Amanda Hannan seconded – motion carried)
            3. Curriculum Guide Change for HAC 2236 only

a. Add the “or” option of MAT 0121 I as an alternative to MAT 0110 General Education Mathematics. (Roberta Christie made a motion; Mindy Reach seconded – motion carried)
b. Add the “or” option of SPC 0210 Interpersonal Communication as an alternative to SPC 0111 Speech. (Dr. Ryan Thornsberry made a motion; Roberta Christie seconded – motion carried)

4. Program Change for HAC 2236 (effective Fall 2023): Increase total program hours from 61 to 62 total credit hours. (Amanda Hannan made a motion; Lori Armstrong seconded – motion carried)

c. Humanities and Social Sciences
d. Math and Science
e. Nursing
f. General Education (AA/AS/AGS)
g. Other

V. Old Business
   a. BOT update on Criminal Justice prerequisite for COM 245-Computer Forensics Investigation (Ruth was at a conference and will update this item at the November 17, 2022 C&I meeting.)

VI. New Business
   a. [FIRST READ] Courses to withdraw not taught in 5 years.
   b. [FIRST READ] Programs to withdraw with 0 enrollment for 5 years.
   c. There will be a need for a virtual vote on November 4 for catalog clean-up, so please check your email.

VII. Announcements
   a. Question from Mindy Reach: Is there a way to report what was submitted to ICCB (course and curriculum changes) to student services (advisors)?
   b. JoElla Basler would like for T/R classes to be promoted.
   c. JoElla Basler asked if someone could clarify what Chairs were supposed to for the catalog clean-up process. Also, what does “By request” mean?

d. Roberta Christie commented that the changes to the spring course schedule are negatively impacting students and their ability to take courses, and also suggested that we ask students if/how they have been impacted by these changes.

VIII. Upcoming Meeting Dates

a. November 17, 2022 (Items due by November 10, 2022)
b. December 15, 2022 (Items due by December 9, 2022)
c. January 19, 2023 (Items due by January 13, 2023)
d. February 16, 2023 (Items due by February 10, 2023)
e. March 16, 2023 (Items due by March 3, 2023 – Spring Break March 6-10)
f. April 20, 2023 (Items due by April 14, 2023)

IX. C&I Team Projects

X. Adjournment (Lori Armstrong made the motion to adjourn; Danielle Boyd seconded)