

## CURRICULUM COMMITTEE MINUTES

FEB. 9 2016

2:00 TO 3:00 P.M

---

Present: Tedi Gordon, Chris Otto, Adam Lewis, Cathy Woodruff (proxy for Debbie Ferguson), Janet Dorning, Dana Waldrup (proxy for Mike Haghghi), Kim Robertson, Jennifer Williams, Debbie Wilson, Mary Harris, Sara Cline, Johnnie Lundin, Scott Cox (proxy for Tom Pieplow), Wayne McCain  
Guests: Ron Fritze

**NEXT Meeting: Feb. 23 at 2:00**

### COMMITTEE BUSINES

---

1. Dr. Otto began the meeting with a moment of silence in memory of Dr. Pieplow's wife.
2. Directions to locate the updated CRR on the Athens State website via the listed links:
  - Faculty/Staff Link
  - Governance & Policies
  - Policy Library
  - Section II: Academic
  - Curriculum Review Request
3. Discussion for using an CCR electronic form:
  - Make use of the Athens State available technological infrastructure to create an electronic transmittal process for the CRR.
  - Using a workflow automation that allows for the required signatures will streamline the CRR process.
4. A standardized flow process for CRR was agreed upon by designees from each college to help streamline the process. These designees are: Debbie Wilson (COE), Kelton Riley (COAS), and Pam Clark (COB). Basically, the forms go from the faculty member, to the designee, and then onto Dr. Otto. This will help ensure a proper signature trail and submission prior to being reviewed by the Curriculum Committee.

### PROPOSALS

---

#### **College of Education**

#### PROPOSAL #1

---

Presenter: Debbie Wilson

Submitted by T. Gordon, 10/23/2015

Catalog update: Make HPE 322 a prerequisite for HPE 324 to accommodate the  
Move to accept as a group – Tedi Gordon

- Seconded the motion – Chris Otto
- All approved

## **College of Arts and Science**

### PROPOSAL #2

---

Presenter: Ron Fritze

Catalog change: Cross-listing of HY 430 as SS 430.

- Moved to accept: Wayne McCain
- Seconded the motion: Adam Lewis
- All approved