

Curriculum Committee

2023-2024 Catalog

Minutes

September 27, 2022

3:00-4:30 OTC 124

Members Present: Edna Yokum, Dusty Baker, Griselda Aubert, Caleb Cain, Nick Macaluso, Eric Mann, Chris Meeks, Candi Miller-Morris, Cassandra Solis, Andrea Warton

Members Absent: Christina Weir

Guest(s): Annemarie Oldfield

I. Call to order

- (a) The meeting was called to order at 3:03pm
- (b) The Curriculum Committee (CC) introduced themselves due to new membership on the committee.

II. Annemarie Oldfield – Expectations

- (a) Edna Yokum and Ms. Oldfield discussed the history of curriculum forms at ENMU-R. The pieces do not fit together well, and there is no flow of information from the CC to the Assessment Committee. However, the CC is not responsible for collecting assessment planning in their forms.
- (b) Chris Meeks (Registrar), Griselda Aubert (Catalog), and Angie Bersane (Enrollment Services) need to be a part of the process in an advisory capacity.
- (c) Classes labeled as “lab” may not always be labs. Clearer definitions of lab designations are necessary.
- (d) Regarding faculty contracts, faculty teach 15 hours, grade, advise, and serve on committees equal to 40 hours per week. Overload payments and serving on committees need to be addressed for equity. This is not the purview of the CC.

III. Changes to agenda

- (a) There are no changes to the agenda.

IV. Approval of the minutes

- (a) Edna Yokum asked for a motion to accept the minutes from August 30, 2022. Dusty Baker made a motion to accept the minutes and was seconded by Caleb Cain. The motion carried unanimously.

V. 2023-2024 curriculum forms

- (a) Chris Meeks said 6 forms (may be more including fees) are being built into Course Dog. Andrea Warton will schedule a Course Dog presentation by Chris at a future CC meeting.

VI. ENMU-R representative for Portales CC

- (a) Edna Yokum will continue to represent ENMU-R and report to the CC as needed.

VII. Other business

- (a) October 14th will be the first CC meeting for Directors (others) to attend the first two hours to present/defend any forms submitted.
- (b) The second two hours of the meeting is a closed meeting for the CC vet the forms and approve/decline.
- (c) Andrea Warton said the agenda and minutes will be attached to each meeting invitation.

VIII. Adjournment

- a. Edna Yokum asked for a motion to adjourn. Nick Macaluso made a motion to adjourn, seconded by Cassandra Solis. The motion was unanimously approved.

Next Meeting
October 14, 2022
8:00am-12:00pm
ITC 153