

## **Curriculum Committee**

2021-2022 Catalog

March 16, 2021

4:00 p.m. Microsoft Teams

Attendees: Edna Yokum (acting chair), Ron Flury, Romo Villegas, Kim LaDuca, Amanda Booth, Candi Miller-Morris

Absent: Jesse Davis, Griselda Aubert, Christiania Weir

**Edna Yokum called the Curriculum Committee meeting to order at 4:05. A quorum was not declared due to the spotty connectivity of members due to the windy conditions.**

**Edna Yokum delayed the approval of the February 23, 2021 minutes until the next meeting scheduled for March 23, 2021.**

### **Curriculum Changes**

**GAMT 112 – Aircraft Cleaning, Corrosion, Finishes was presented to the committee as an informational item.**

- The workload hours needs to be calculated and entered
- Lecture/lab combo needs to be corrected

### **OTHER BUSINESS - Informational**

#### **Certificate Definitions**

- Certificate – Formal indication of completion of a prescribed series of courses. A certificate indicates skill competency in many technical and career areas.
- Certificate of \_\_\_\_\_ (\_\_\_ Credit Hours) this is how the certificate titles will read in the catalog
- At the suggestion of Morgan Simmons the committee would like for Jesse Davis to send an official memo to Dr. Shawn Powell, President and Annemarie Oldfield, Vice President of Academic and Student Affairs concerning these changes.

#### **Membership Terms**

- Faculty Senate will generate an annual list of available committees and the vacancies within those committees
- Current members will identify at the next meeting if they want to be on a three year or two year term

#### **New Curriculum Forms**

- The new course change form was presented to the curriculum committee for review
- Special Services needs to be added to the division/unit selection options
- The form has been modified to be more clear and specific to the needs of various departments on campus that utilize

#### **Portales Curriculum Committee Representation**

- One committee member will be a representative in the Portales Curriculum Committee meetings
- This representative will be responsible for relaying information from our committee to theirs and vice versa
- It is the recommendation of Morgan Simmons that this individual serve a three year term
- The President indicated that this appointment will be a “heavy commitment”

- If a committee member is interested in serving as a representative please self nominate at the next scheduled meeting

**Edna Yokum adjourned the meeting at 4:47 pm**

Respectfully submitted,

Jesse Davis, Chairman

Morgan Simmons, Secretary