College Curriculum Review Committee

Meeting Minutes – September 14, 2016

Members Present: D. Bacigalupi; K. Bratge; C. Costell Corbin; L. Czirr; M. DiVita; E. Gravani; J. Kim; K. Lawrence; J. O’Callaghan; J. Peck; C. Van Der Karr;

S. Wilson

Absent: R. Casella; T. Hanford; I. Jordak;

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| **Topic** | **Comments** | **Action** |
| **Minutes** | With no changes the minutes from 4/6/2016 and 5/4/2016 were approved. | **Approved** |
| **New Business** |  |  |
| 1. Election of Chair | Margaret DiVita volunteered to be chair of CCRC. S. Wilson made a motion to approve; seconded by J. O’Callaghan. Unanimous | **Margaret DiVita elected as Chair** |
| 2. CCRC Business | The committee was asked to review proposal form for possible edits/changes.  At the next meeting, the committee will review their roles and responsibilities as outlined in the College Handbook.  The committee is going on the third year of a vacancy for the Math/Science seat. |  |
| 3. Implementation Timeline | After discussion with the Registrar’s Office, new dates have been established to align with freshman registration and the publication of the College Catalog. S. Wilson made a motion to approve; seconded by K. Bratge. Unanimous. | **Implementation Timeline approved** |
| 4. New Course Proposal  ECO 314 - Asian Development and Emerging Markets | The course description needs to be changed slighted to follow proper catalog formatting. M. DiVita will reach out to the department. J. O’Callaghan made a motion to contingent pass; seconded by C. Costell Corbin. Unanimous. On a side note, P. Schroeder noticed that the proposal indicated that this course would be part of an existing program. P. Schroeder sent an email to the department chair. This course will stay on hold in Curriculog until the department submits the appropriate program alteration(s). | **Contingent Pass** |
| 5. New Course Proposal  POL 407 – Seminar: Constitutional Reform | J. O’Callaghan made a motion to recommend; seconded by C. Costell Corbin. Unanimous. On a side note, P. Schroeder noticed that the proposal indicated that this course would be part of an existing program. P. Schroeder sent an email to T. Delaune. This course will stay on hold in Curriculog until the department submits the appropriate program alteration(s). | **Passed** |
| **Meeting Adjournment** | With no further business, the meeting was adjourned at 3:20 p.m. | **Adjourned** |

Submitted by Pam Schroeder

Approved 10/12/2016