

Curriculum Committee Meeting

Thursday, September 21, 2023

1:00 PM

Attendees: Ryal Watkins, Christina Hale, Vickie Murphy, Marty Flynn, Dr. Dean McCall, Manika Parker, Camille Richardson, Erica Caracoglia, Dr. Tabitha Miller, April Wheeler

1. Approval of agenda.
Motion to approve: Ryal Watkins
Second the motion: Erica Caracoglia
All in favor: All agreed
Opposed: None
2. Approval of previous meeting minutes.
Motion to approve: Dr. Dean McCall
Second the motion: Christina Hale
All in favor: All agreed
Opposed: None
3. Ryal Watkins has stepped down as Committee Chair. Currently, there are no volunteers to assume the role. Dr. Tabitha Miller will serve as Chair.
4. Erica Caracoglia created a substantive change form that will be used in conjunction with the current "Request for Change in a Course or Program of Study" form. This helps in determining whether the request is a substantive change or not and if a prospectus is needed. Also, to ensure we are meeting SACSCOC requirements. Forms will be available on the Intranet.
5. Marty Flynn presented the request to place the Public Safety Administration Security & Loss Prevention program in pending status until further review and determination has been made due to no enrollment. This includes the diploma (D55480) and certificates (C55480 & C55480P1). Report was done confirming no students in these programs.
Motion to approve: Dr. Dean McCall
Second the motion: Vickie Murphy
All in favor: All agreed
Opposed: None
6. Dr. Dean McCall advised the committee of changes that have made to the Physical Therapist Assistant Student Handbook. Revisions include an updated cheating policy, first aid & lab dress code, criminal background check, and a new grading model. Complete handbook is on file in the Academic Affairs Office.
7. The committee was updated on approved policies and fees to include, Scheduled Academic Closure Attendance Policy, Conflict of Interest Statement, Equine Boarding Fees, and Manicuring/Nail Technology Price List.
8. Marty Flynn presented the request to update the Ortho Tech program due to changes in the Curriculum Standard. Remove OTC-250 & OTC-260 (removed from standard). Add BIO-163 & MED-118, as well as adding BIO-168 & BIO-169 under "Other Major Hours" as an option. Students will be moved to the GOT program until they can be placed in the Fall 2024 catalog.
Motion to approve for Fall 2024 Implementation: Dr. Dean McCall
Second the motion: Ryal Watkins
All in favor: All agreed
Opposed: None
9. Committee was reminded that all program changes are due at the December meeting.

Dr. Miller called the meeting adjourned at 1:49 PM.