

Curriculum Committee Meeting

Thursday, April 24th, 2025

2:00 PM – Building 4, Room 41

Attendees: Christina Hale (Chair), Happy Gingras (Chief Academic Officer), Dr. Dean McCall, Manika Parker, Camille Richardson, Daniel Price, Erica Caracoglia, Allison Stalls, Vickie Murphy, Madeline Wynn

Christina Hale opened the meeting at 2:02 PM.

1. Approval/Additions to Agenda – none
2. Notification of note added to previous minutes about poll as well as approval of previous meeting minutes.

Motion to approve: Dean McCall

Second the motion: Happy Gingras

All in favor: All agreed

Opposed: None

3. Curriculum Committee Policy/Procedures: Christina questioned how long a chair typically serves, which brought up the discussion to clarify that process, as well as edit the proposed meeting times in the current written process. Members agree that it would be appropriate for a chair to serve 2 years, and a succession process would be helpful to transition a new chair in. Members would be asked to volunteer as a chair. Members also discussed only meeting September, October, November, December, and a Spring Meeting Check-In as well as meeting as needed in Spring. This will be helpful as Programs of Study submission and Catalog Changes should begin early January, if not sooner. Happy will make these changes as members agree.
4. The meeting adjourned at 2:15 pm.

Motion to approve: Erica Caracoglia

Second the motion: Camille Richardson

All in favor: All agreed

Opposed: None