Minutes
Subcommittee on Curriculum
Thu 1 Oct 2020
3:30 PM

Meeting held online via Webex
https://uncp.webex.com/uncp/j.php?MTID=m0f826649df4705701aae129973ac3780

Meeting number: 160 098 8068
Password: meeting

Join by phone
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Access code: 160 098 8068

Charge/Purview:

The Subcommittee on Curriculum shall examine all proposals and policies relating to curriculum. This subcommittee is responsible for sending to the Academic Affairs Committee all information pertaining to each individual course that is necessary for the computer data bank. The Curriculum Committee shall make recommendations to the Academic Affairs Committee on their adoption based upon policies disseminated in the Faculty Handbook, Section II, Chapter 5 on Faculty Participation in Academic Policy and Curriculum Development.

Meeting Schedule:

Meeting Date	Time	Notes	Agenda finalized on
Thu 3 Sep 2020	3:30 PM	via Webex	Tue 25 Aug 2020
Thu 1 Oct 2020	3:30 PM		Tue 22 Sep 2020
Thu 5 Nov 2020	3:30 PM		Tue 27 Oct 2020
Thu 4 Feb 2021	3:30 PM	venue TBA	Tue 26 Jan 2021
Thu 4 Mar 2021	3:30 PM		Tue 23 Feb 2021
Thu 1 Apr 2021	3:30 PM		Tue 23 Mar 2021

Members Present:

Nikki Agee (LETT to 2021)
Paul Flowers, chair (NSM to 2022)
Camille Goins (EDUC to 2021)
Bishwa Koirala (SBS to 2021)
Vacant (ARTS to 2022)
Porter Lillis (SBS to 2022)
Gerald Neal (EDUC to 2022)

Elizabeth Normandy (Academic Affairs)
Jesse Rouse (NSM to 2021)
Jamie Mize (LETT to 2022)
Mark Tollefsen (ARTS to 2021)
Marian Wooten (CHM to 2021)

Members Absent:

Maila Brown (SGA senator)
Briana Capel (SGA secretary)
Julie Harrison-Swartz, secretary (CHS to 2022)
Christina Reeves (Registrar)

Agenda:

1. Call to order
   The Chair called the meeting to order at 3:34 pm

2. Approval of minutes for the Thu 3 Sep 2020 meeting
   The minutes were approved by unanimous consent.

3. Adoption of agenda
    The agenda was adopted by unanimous consent.

4. Unfinished business
    There was no unfinished business.

5. New business
    There was no new business. The Chair briefly reviewed use of the Curriculog system to access proposals, inspect the associated documentation, and check on the approval status. Committee members expressed no concerns with their abilities to navigate the Curriculog system.

6. Announcements
    The Chair noted that an announcement to the general faculty would soon be made regarding the closing dates for submitting curriculum proposals for this academic year, and requested that Committee members encourage their colleagues to submit proposals as soon as practical to avoid creation of a large influx of proposals in the Spring 2021 semester (and correspondingly burdensome agendas for our Spring 2021 meetings).

7. Adjournment
    The Chair adjourned the meeting at 3:40 pm.