

**Minutes  
Subcommittee on Curriculum  
Thursday 05 November 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**

**+1-415-655-0001 US Toll**

**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)  
Julie Harrison-Swartz, secretary (CHS to 2022)

Gerald Neal (EDUC to 2022)  
Christine Reeves (Registrar)  
Marian Wooten (CHS to 2021)

**Members Absent:**

Maila Brown (SGA senator)  
Briana Capel (SGA secretary)  
Bishwa Koirala (SBS to 2021)  
Porter Lillis (SBS to 2022)  
Elizabeth Normandy (Academic Affairs)  
Jesse Rouse (NSM to 2021)  
Jamie Mize (LETT to 2022)  
Mark Tollefsen (ARTS to 2021)

**Guest:**

Okoye Whittington (Registrar)

**Agenda:**

1. Call to order  
*The Chair called the meeting to order at 3:33 pm*
2. Approval of minutes for the Thu 3 Sep 2020 meeting  
*No quorum present to approve minutes from 03 September 2020.*
3. Adoption of agenda  
*No quorum present to approve agenda for meeting.*
4. Adjournment  
*As quorum not present to review minutes, adopt agenda, discuss and vote on course revision proposal, attend to old and new business, the meeting was adjourned by the Chair at 3:40 pm.*