

Minutes

Subcommittee on Curriculum

Thu 1 Sept 2022

3:30 PM

Meeting held online via Webex

<https://uncp.webex.com/meet/mark.tollefsen>

Join by phone

+1-415-655-0001 US Toll

Access code: 732 308 742

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 1 Sep 2022	3:30 PM	via Webex	Tue 23 Aug 2022
Thu 6 Oct 2022	3:30 PM		Tue 27 Sept 2022
Thu 3 Nov 2022	3:30 PM		Tue 25 Oct 2022
Thu 1 Dec 2022	3:30 PM		Tue 22 Nov 2022
Thu 2 Feb 2023	3:30 PM		Tue 24 Jan 2023
Thu 2 Mar 2023	3:30 PM		Tue 21 Feb 2023
Thu 6 Apr 2023	3:30 PM		Tue 28 Mar 2023

Members Present:

- Mark Tollefsen, Chair (ARTS, until 2023)
- Jonathan Ricks (CHS, until 2024)
- Marian Wooten (CHS, until 2023)
- Jennifer Whittington (EDUC, until 2023)
- Kelly Ficklin (EDUC, until 2024)
- James Hudson (LETT, until 2024)
- Ray Sutherland (LETT, until 2023)
- William Brandon (NSM, until 2024)
- Timothy Anderson (NSM, until 2023)
- Ashley Parsons (SBS, until 2024)
- Dena Breece (SBS, until 2023)
- Eric Voecks (ARTS)
- Polina Chemishanova, Office of Academic Affairs

Members Absent:

N/A

Guests: Dr. Ana Cecilia Lara

Proposal Details Available in Curriculog System:

<https://uncp.curriculog.com/proposal>

(note: all faculty and staff can log into Curriculog with a UNCP ID & password)

1. Call to order
 - a. *3:34 PM*
2. Appointment of Secretary for the 2022-2023 academic year
 - a. *Ashley Parsons nominated for secretary*
 - b. *Approved by acclamation 3:35 PM*
3. Approval of minutes for the Thu 7 April 2022 meeting (Appendix A)
 - a. *Approved by acclamation 3:36 PM*
4. Adoption of agenda
 - a. *Edit to agenda: Polina Chemishanova is now representing the Office of Academic Affairs*
 - b. *Edit to agenda: Eric Voecks is filling the open ARTS seat*
 - c. *Approved by acclamation at 3:39 PM*
5. Proposal from the Department of English, Theatre, and Foreign Languages
New Course: create course SPNS 5xxx "Special Topics in Hispanic Studies"
 - a. *Represented by Dr. Ana Cecilia Lara*
 - b. *Approved by acclamation at 3:54 PM*
6. Proposal from the Department of English, Theatre, and Foreign Languages
New Course: create course SPNS 6xxx "Special Topics in Hispanic Studies"
 - a. *Represented by Dr. Ana Cecilia Lara*
 - b. *Approved by acclamation at 3:54 PM*
7. Unfinished business
 - a. *N/A 3:55 PM*
8. New business
 - a. *N/A 3:55 PM*
9. Announcements
 - a. *Curriculog will open next week for new proposals*
 - i. *3:56 PM*
10. Adjournment
 - a. *4:00 PM*