

MINUTES  
CURRICULUM COMMITTEE MEETING  
3:30 pm – 5:00 pm  
Zoom  
August 23, 2022

Present: Alex Barber, Molly Beauchman, Ed Bushman, Clay Christensen, Tiffany Kragnes, Sheila Jarrell, Charlie Lohman, Lindsay Masten, Liz Peters, Jennifer Ritter, Diane Ryan, Patti Schlosberg, Tania Sheldahl, Sarah Southwick

Absent:

Guests: Diana Dowling, Joani Fisher, Stacey Hilton, Angie Poland, Leslie Sparkman

- I. Welcome Back and Introductions  
Diane Ryan welcomed members and explained that the Curriculum Committee has faculty primacy. If a faculty member on the committee is interested in being a co-chair, contact her.
- II. Approval of Minutes - April 19, 2022  
*Motioned and seconded to approve the minutes; vote taken; motion approved with one abstaining.*
- III. New Business
  - a. Academic Program Planning proposal changing the degree from BAS in Business to BS in Business  
*Discussion and concerns:*
    - What is the difference between a BAS and a BS? We need the requirements established.
    - We approved naming the degree a BAS at the last meeting based on an explanation that a BAS is a way to gain the most enrollment, is just as effective as a BS in Business, and is okay for students who want to move into an MBA. (see [4.19.2022 Curriculum Committee](#) minutes)
    - Per Diane Ryan, this is a name change only based on a recommendation from our HLC liaison. No changes are being made to the requirements.  
*Motioned and seconded to approve the planning proposal; vote taken; motion approved with one opposing.*
  - b. Curriculum Committee Charter  
The committee reviewed a draft of the Curriculum Committee Charter

*Discussion and feedback:*

- We need to remove specific member names from the charter.
- The VPA needs to be involved at the beginning of the process, not at the end (as the approver).
- Why is the Developmental Ed Committee listed as a subcommittee in the charter? Dr. DiThomas had indicated that Dev Ed should be more central. No one on the Dev Ed Committee was a part of the initial decision-making process. Maybe it belongs under the Instruction Committee?
- General Ed is no longer a subcommittee. It is now a separate committee dealing with gen ed curriculum and assessment.
- A question was asked if there was a reference for the charter. Per Diane Ryan, the first sentence came directly from the (previous) faculty constitution. There was a suggestion to use language from the approved curriculum policy instead.
- Liz Peters feels strongly about having a charter and defining the committee member roles in more detail.

*Decision made to table a vote on the charter until the next meeting. Send feedback to Diane Ryan by next Wednesday, August 31, and she will revise the document by Thursday, September 1, for the September 6 meeting.*

c. Participatory governance at Yavapai College

The committee viewed the Participatory Governance document with Decision-Making Diagram

- Diane Ryan explained that the processes (routing) are not changing in Curriculog, except that the VPA will not make final approval of proposals.
- The Decision-Making Diagram is for instances when a decision cannot be made in a committee. Then they are presented to the President for a decision.
- There was a concern by several members that the VPA would not be making the final approval on curriculum proposals.
  - *To clarify the process, Diane Ryan will speak to President Rhine and Dr. DiThomas about the final curriculum approval.*

d. Expectations of the Committee

*To be determined.*

e. Curriculum processes and resources

*No time to discuss or share the PowerPoint developed for this meeting. Angie Poland will create a video to further explain the topics outlined in the PowerPoint. Patti Schlosberg will email both to the committee members.*

IV. Adjournment