

**Minutes
Curriculum Development Committee
Alexander 220, December 6, 2001**

MEMBERS	PRESENT	ABSENT
David Brown	X	
Carolyn Carson	X	
Cathy Clay		X
Karen Cornell	X	
Roger Crowe	X	
Ely Driver	X	
Jonathan Fowler	X	
Sydney Gingrow	X	
Jonathan Lamb		X
Cheryl Leach	X	
Anita Maddox		X
Bill Nichols	X	
Paul Ramp	X	
Candance Reaves	X	
Ella Ruggles		X
Bob Stern, chair	X	
OTHERS: Sheryl Burnette		

AGENDA ITEMS DISCUSSED

- I.** Approval of 11/15/01 Minutes
- II.** Curriculum Changes: 5 Program Changes
- III.** Vote on Audit Date
- IV.** Master Syllabi Responsibilities
- V.** AA/AS and AAS Degree Requirements

ACTIONS TAKEN

- I.** Minutes were approved as written.
- II.** All program changes were approved as written. All EMT programs reduced their total hours by at least one course.
- III.** Based on departmental input with a majority against extending the deadline, the date to change from credit to audit will remain where it is (the last day to add).
- IV.** Now that all the master syllabi (over 600) have been edited and posted to the web to meet SACS standards, each department will be allowed to make minor revisions to their syllabi without submitting them to the Curriculum Office. Since the Curriculum Office receives around 100 syllabi revisions per semester, there is some delay in getting them processed. Allowing the departments to process their own syllabi will reduce the turnaround time. Each department's designee will have access to the web site to revise and re-post syllabi. CDC members agreed to regularly monitor their department's syllabi to ensure consistency in format, policies, and procedures.
- V.** Members were again asked if they had any additions and/or deletions to the elective options for the AA/AS general degree and the AAS career/technical degree. This issue was first raised last spring. Members will notify Cheryl Leach by Friday, December 14, if their departments have any suggestions.

Recorded by: Cheryl Leach, December 7, 2001

COPIES: Committee Members	Academic Dept Heads	Program Coordinators	
Site Campus Administrators	Jim Bruns	Dennis Adams	Joe Andrews
Dewey Batson	Doris Ivie	Mike Hudson	Ann Munz
Linda Pinkard	Phyllis Pace	Leigh Ann Touzeau	Linda Randolph
Eunice Reynolds	Julia Wood	Cindy Tanner	Sheryl Burnette

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Posted December 7, 2001