Minutes
Curriculum Development Committee
Alexander 220, September 21, 2006

MEMBERS

PRESENT

ABSENT

Kathleen Affholter  X
Cindy Alexander  X
Ashley Boone  X
Carolyn Carson  X
Karen Cornell  X
Luanne Dagley  X
William “Biff” Farrell
Harriet Lynn Ford  X
Terry Hansen  X
Mike Hudson  X
Margaret Jenkins  X
Ann Kronk  X
Cheryl Leach  X
Carolyn Renier  X
Pat Riddle  X
Cynthia Arnold, chair  X

OTHERS: Sydney Gingrow, John Sterling

AGENDA ITEMS DISCUSSED

I. Withdrawal Deadline
II. TBR General Education Assessment Proposal
III. SEAT Syllabi Resubmission
IV. Next Meeting

ACTIONS TAKEN

I. Cheryl Leach met with Sharon Yarbrough before the CDC meeting about performance funding implications if the withdrawal deadline was moved earlier in the semester. Dr. Yarbrough confirmed that while the deadline change might affect student success rates on one section of a performance funding indicator, the overall impact on performance funding dollars would not be significant. The committee members will email their department members and get feedback on moving the withdrawal deadline to the 25% refund deadline. The issue will be up for a vote at the next meeting.

II. Committee members gave feedback on the TBR general education assessment proposal and reported on the current assessment activities within their departments. Cheryl Leach and other volunteers will draft a response to the proposal, and CDC members will provide suggestions and revisions at the next meeting. The response is due to Berta Ward on October 10th to insure review and submission to TBR by October 17th.

III. CDC members discussed the resubmission of SEAT syllabi with John Sterling. Because the majority of CDC recommended changes were not made, the syllabi were sent back again for significant revisions. Members discussed certain criteria for master syllabi and recommended ways to increase the specificity of the syllabi. Mr. Sterling will work to revise the syllabi to meet recommended standards.

IV. The next meeting will be held on Thursday, October 5, 2006, in AL 220 at 3:00pm.

Recorded by: Cheryl Leach, September 22, 2006

COPIES: Committee Members  Melanie Paradise  Linda Randolph
           Academic Dept Heads  Ann Satkowiak  Cindy Atchley
           Program Coordinators  Julia Wood  Site Campus Administrators
           Dennis Adams  Grants Coordinator  Cindy Tanner
           Sheryl Burnette  Phyllis Pace  Leigh Ann Touzeau
           Jim Bruns  Linda Pinkard