

CDC Meeting Minutes
09/24/09

Members Present: Charley Anderson, Craig Anderson, Minoo Askari, Sharon Burlingame, Bill Davis, Linda Ellams, Suzanne Etheridge, Judy Gosch, Maggie Jenkins, Jeff Lockett, Sarah McMurray, Nina McPherson for Karen Cornell, Pat Riddle, Dawn Roberts, Bob Stern (Chair), and Daryl Thomas

Linda Ellams reviewed changes for ADMN 2450 and BUS 2500 with CDC members. Ms. Ellams will consult with ADMN faculty and submit new syllabi to Judy Gosch. Once received, Ms. Gosch will email to CDC for review. ADMN was approved by CDC to replace OST rubric.

The VPT program has not submitted new course forms for review.

Meeting minutes approved from September 17, 2009.

Nursing and Transitional Studies will not be in the next catalog. The Nursing proposal will be defended on September 25, 2009, and master syllabi and course descriptions will be submitted to CDC in Spring. Nursing faculty will need to be hired before syllabi and course descriptions can be submitted. A catalog addendum will have to be developed outlining the Nursing Program and Transitional Studies changes.

TBR guidelines for certificates will be emailed to Linda Ellams and Cynthia Dempster as the ADMN department reviews current certificates. Examples from TBR are also available.

Next CDC meeting scheduled for September 30, from 3:30-4:30 in AL 220 conference room.