

**College of Education and Community Innovation  
Curriculum Committee  
Meeting Agenda 03/21/2023  
1:00 p.m. – 2:30 p.m.**

See calendar invite for the link to our Zoom meeting

**Members:** Nagnon Diarrassouba, Daisy Fredricks, Gabriela Gui (Chair), Leanne Kang, Mohammed Lefrid, Laila McCloud, Scott Rood, Joshua Sheffer, Melissa Villarreal

**Guests:** Amy Schelling (Associate Dean), Heather Walker (Office Assistant, Dean's Office), others

**I. Call to Order & Roll Call**

**II. Approval of Agenda for 03/21/2023**

a) **Nagnon motioned to approve; Melissa seconded**

1. **Agenda approved**

**III. Old Business:**

- a) **Approval of Minutes 02/21/2023** – please review before meeting and be ready to vote
  - **Tabled; will review February 21 minutes at a future meeting**
- b) Follow up on this: Request that authors upload a separate document listing each amendment the CCC requested and “author’s response” to each amendment. This practice a) allows authors to list and/or discuss their responses; and b) allows review committees to know where edits have been made.

**IV. New Business:**

**Updates from Amy Schelling, Associate Dean - as applicable**

- Guidance for proposals will be put in CCC folder and can be shared. Will also be on the CECI website.

**Review of Proposals, SORs, and associated documents, as follows:**

1. **Proposal 12444 – New Course: EDL 771**

Comments, Proposal:

- They need to fix the number of credit hours: **(240 total hours / 15 weeks = 16 hours per week)**

Comments, SOR:

- Remove all of the explanations in the SOR after the number of weeks.

Comments, Other Docs:

Action Recommended (Approved, Approved with Amendment, Return for Amendment):

- Melissa motions to approve with amendment; Scott seconded.
- Proposal approved with amendment.

## 2. **Proposal 12606 – Curriculum Change Request: Antiracist School Counseling**

Comments, Proposal:

Comments, SOR:

Comments, Other Docs:

Action Recommended (Approved, Approved with Amendment, Return for Amendment):

- Scott motions that the motion is tabled; Gabriela seconded.
- Proposal tabled until we approve the package.

## 3. **Proposal 12621 – Curriculum Change Request: Hospitality and Tourism Management, Major Requirements**

Comments, Proposal:

Comments, SOR:

Comments, Other Docs:

Action Recommended (Approved, Approved with Amendment, Return for Amendment):

- Gabriela moves to approve proposal; Melissa seconded.
- Proposal approved.

Nagnon motioned to adjourn; Melissa seconded.

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### Process:

- Agendas are posted several days before a meeting, in our Google Folder.
- All reviewers assigned to a proposal should contribute.
- Thoroughly review all proposals assigned to you based on the CCC guidelines and documents. Follow format suggested.
- Review ALL associated documents (correspondence, supporting documents, etc.).
- Write your report directly on the SAME ONE Agenda (in Google Drive CCC Folder) for the date the proposal will be discussed.
- Enter your comments by the day prior to the meeting.
- Make a recommendation for each proposal (see below).
  - **Approved;**
  - **Approved with Amendment:** Chair will approve upon amendments without the need for committee to review another time
  - **Return for Amendment:** Committee will review again the amended proposal(s)
  - **Tabled:** More information is needed from the author
- Report out during our meeting.

### V. Other:

## **VI. Adjournment**

### **General Reminder:**

**Please review and comment in writing on submitted proposals in advance of our meetings and be ready to cast your vote if there are no further discussions.**