

COLLEGE OF SOUTHERN NEVADA
COLLEGE CURRICULUM COMMITTEE
September 26, 2008, Cheyenne Campus
CONFERENCE ROOM B Room 2660
TRAINING ON NEW CURRICULUM PROCESS
MINUTES

- Members:** N.J Pettit (Chair)-C1H
Robert Aberle-School of Business, Hospitality & Public Service-W1B
Randy Becker-School of Advanced & Applied Technologies-T1A
William Clayson – School of Education Behavioral & Social Science – W1C
Dockstader, Darin-School of Education Behavioral & Social Science-S2C
Billy Duke-School of Science & Mathematics-W30I
Sergio Guzman – School of Arts & Letters – N2C
Mary Ann Haag – School of Health Sciences – W1A
Deborah Harbour-School of Science & Mathematics-W20E
Patricia Hise – School of Arts & Letters – N2B
Doug Nelson-School of Advanced & Applied Technologies-WES
Gabriel Rodriguez-Student Affairs-C1H
Tammy Silver-AFA- W11D
- Ex-Officio:** Cifra, Jason- Director, Counseling-C1H
Clarissa Erwin – Director, College Library Services – W10I
Beverly Jackson-Operations Coordinator, Catalog & Schedule Production-W31E
Hyla Winters-Associate VP Academic Affairs-Z2A
Pat Zozaya – Registrar – WDA
- Recording Secretary:** Virginia McRoyal – W32E

Chair NJ Pettit called the meeting to order at 9:02 a.m.

NOTES

- I. Training on New Curriculum Process
Sondra Cosgrove, Faculty Senate Chair
Mark Rauls, Faculty Senate Chair Elect

Training was given to the Curriculum Committee on Angel Shell. Committee members will be e-mailed a link to this so they can use this for their school curriculum committees. Anyone needing assistance can e-mail Sondra or Mark with their questions.

- II. Introductions and New Information
Chair Pettit, asked *Committee members to introduced themselves.*

Hyla Winters is the administrator now assigned to the Curriculum Committee. She will assist with the NSHE Common Course Numbering Discipline meetings and other curriculum projects. She will also be a contact person for any curriculum questions, as well as N.J. Pettit.

N.J. mentioned that there was some concern over the new scheduling process with schools having only one college curriculum committee per semester to present. The upside to this is that the school committees will not have to meet as often. The downside is that faculty must prepare their curriculum requests for that one meeting in a timely manner. The committee voted to continue the schedule as is with an option to change in the spring, if needed.

III. CSN Curriculum Update and Information

Hyla Winters, Interim Associate Vice President of Academic Affairs

Hyla Winters talked about the Common Course Numbering Discipline meeting and encouraged curriculum members to attend. She asked that they contact her if they planned to attend a discipline meeting.

Hyla had requested the common course numbering matrix for CSN from NSHE and compared it to the current CSN catalog. Pat Zozaya will also coordinate the SIS information. Once this is all compiled, Hyla will contact the schools to update the common course numbering list.

Hyla explained that all new course and program curriculum requests will be scrutinized because of the budget situation. The School Deans will be required to sign that they have the budget to cover the new requests. Three degrees provisionally approved last year in curriculum have been put on hold until the budget outlook has improved.

When the CCN database for CSN is completed, Hyla will notify NSHE to update the CCN database with all prefix changes that are specific to CSN.

IV. SCAC Reports

SCAC Chairs

All Schools have either met or have scheduled curriculum meetings.

V. New Business, Discussion

N.J. asked for a vote to be taken to eliminate the curriculum limit of 50 items per meeting. The vote passed as the limit should not be needed for future meetings since the number of schools presenting per meeting has decreased.

VI. Adjourn

The meeting adjourned at 11:30AM.