

COLLEGE CURRICULUM COMMITTEE Meeting Notes		September 2, 2008	
		3:00 p.m. – 5:00 p.m.	
		Pat Bird Conference Room, FLG 200	
Presiding:	Dr. John Dobson	Secretary:	DeEtta Rhodes
Attendees:	Dr. Bertha Cato, Dr. Virginia Dodd, Holly Moses, Dr. JO Spengler, and Dr. Kelli Brown		
Guests:	Alison Davis and Nancy Gullic		
Absent	Dr. Chris Janelle and James Milford		

Agenda Item:	UCC1 and UCC2 Forms and Process	Presenter:	Kelli/DeEtta
<p>The University Curriculum Committee (UCC) has moved to an online approval process for all new course and course change requests. As a result, the College Curriculum Committee (CCC) will need an electronic copy of all forms in addition to the paper version. In order to make this process efficient for department faculty, each Department Chair has identified a staff member to work as a liaison between the individual faculty, department curriculum committees and the college curriculum committee in processing these requests. The liaisons are as follows:</p> <p>APK – Alison Davis HEB – James Milford TRSM – Nancy Gullic</p> <p>An email will be sent to the college faculty by the Office of Academic Affairs.</p> <p>It was also suggested that departments putting through UCC requests should plan to have a representative attend the UCC meeting along with Dr. Brown.</p>			

Agenda Item:	Other Items	Presenter:	
<ol style="list-style-type: none"> 1. Agenda items are due to DeEtta no later than the Thursday at noon prior to the next meeting. 2. All action items will be forwarded to committee members at least 24 hours prior to the next meeting. 3. The next meeting is scheduled for Tuesday, October 7, 2008 			

Meeting adjourned at 4:00 p.m.