Voting Members Present: Kim Pittcock, Wayne Wilkinson, Jason Stewart, Shelley Gipson, Warren Johnson, Shanon Brantley, David Gilmore

Non-Voting Members Present: Jesse Blankenship, Rebecca Oliver, Nikesha Nesbitt, Summer DeProw, Star Holloway, Karen Wheeler

Members Absent: Po-Lin Pan

Non-Members Present: Mary Elizabeth Spence (Assessment)

Meeting called to order 2:00 p.m.

1. Motion to approve November 8, 2019 meeting minutes: Shelley Gipson. Second: Jason Stewart. Passed.
2. Old Business
   1. None
3. Current Curricular Proposals (no subcommittees)
   1. 2020U\_ECS01\_LON\_Technology-Name-Change-REVISION1
      1. Motion to approve: Warren Johnson. Second: David Gilmore. Passed.
   2. 2020U\_ECS02\_BC\_CS-Undergraduate-electives-and-prereqs
      1. Motion to approve: Shelley Gipson. Second: Warren Johnson. Passed.
   3. 2020U\_ECS03\_BC\_CE-3253-Prereq-change
      1. Motion to approve: Shelley Gipson. Second: David Gilmore. Passed.
   4. 2020U\_ECS04\_LON\_Electrical-Engineering-New-Minor
      1. Motion to approve: Wayne Wilkinson. Second: Kim Pittcock. Passed.
   5. Motion to approve 2020U\_ECS05-ECS08: Warren Johnson. Second: Shelley Gipson. Passed.
      1. 2020U\_ECS05\_BC\_Surveying-minor-name change\_CE2202-prereq-change
      2. 2020U\_ECS06\_LON\_Reconfig-Program-Proposal-Form-BS-Land-Surveying-and-Geomatics
      3. 2020U\_ECS07\_NC\_SUR-4033-Surveying-Practicum
      4. 2020U\_ECS08\_LON\_Reconfig-Program\_Proposal\_Form\_AAS-Land-Surveying-and-Geomatics
   6. Information Only
      1. 2020U\_BU01\_LON\_Existing-degree-at-off-campus-location-BS-Global-Supply-Chain-Management
      2. 2020U\_BU02\_LON\_Existing-degree-at-off-campus-location-BS-Marketing
4. Non-Curricular
   1. None
5. Member Items
   1. Questions raised by Shelley Gipson:
      1. What’s the difference between independent study and special topics courses?
         1. Jesse Blankenship clarifies that the differences are supposed to be the following (but that these distinctions aren’t followed in practice): an independent study is for one student, a special topics course is a special offering for many students, and special problems is used at the graduate level.
      2. When calculating whether a curriculum change is a major change are we looking at whether it’s 50% of the major or of the total degree hours?
         1. Karen Wheeler states that the consideration is how much the major is changing.
   2. Jason Stewart asks how many college level curriculum committees have representation from Mexico campus.
      1. Consensus is that none have representation from Mexico.

Meeting adjourned 3:11 p.m.

**Subcommittee Memberships**

|  |  |  |
| --- | --- | --- |
| **Subcommittees** | | |
| Subcommittee1 | Subcommittee2 | Subcommittee3 |
| Po-Lin Pan  Shelley Gipson  Warren Johnson  Rebecca Oliver | Kim Pittcock  Jason Stewart  Wayne Wilkinson  Nikesha Nesbitt | David Gilmore  Shanon Brantley  J. Eric Sims  Star Holloway |
| **Can review:** | | |
| AGRI, BU, EBS, ECS, NHP, SM, US | BU, LAC, MS, NHP, SM | AGRI, EBS, ECS, LAC, MS, US |

All proposals may be reviewed at <https://www.astate.edu/a/shared-governance/shared-governance-committees/undergraduate-curriculum-council/documents.dot>