

Committee Minutes Reporting Form

Committee or Working Group		<i>Curriculum Committee</i>	
Date:	Time:	Location:	
January 30, 2017	1:00pm	Board Conference Room	
Members			
Titles/Reps	Name	Present	Absent
Chairperson/ Pohnpei Campus Faculty Rep	Charles Aiseam	X	
Vice-Chairperson/ Trade & Technology Division Chair	Gardner Edgar	X	
Secretary/ Education Division Chair	Sylvia Henry	X	
Math & Science Division Chair	Snyther Biza		X
Public Health Division Chair	Paul Dacanay		X
Languages & Literature Division Chair	Resida Keller	X	
Social Sciences Division Chair	Delihna M. Ehmes	X	
Business Division Chair	Joseph Felix Jr.	X	
Chuuk Campus Instructional Coordinator	Mixon Jonas	X	
Chuuk Campus Faculty Rep.	Lynn Sipenuk	X	
Chuuk Campus Faculty Rep.	Alton Higashi	X	
National Campus Faculty Rep.	Susan Moses	X	
Pohnpei Campus Faculty Rep	Shirley Jano		X
Kosrae Campus Instructional Coordinator	Vacant		
Kosrae Campus Faculty Rep.	Vacant		
Kosrae Campus Faculty Rep.	Sharon Oviedo		X
FMI Campus Rep.	Mathias Ewarmai		X
Yap Campus Instructional Coordinator (Acting)	Joy Guarin	X	
Yap Campus Faculty Rep	Vacant		
Hospitality & Tourism Management Division Chair	Debra Perman	X	
Pohnpei Campus Instructional Coordinator	Vacant		
Ex-Officio	Maria Dison	X	
Additional Attendees:			
	Roger Arnold Jennifer Helieisar		
Agenda/Major Topics of Discussion:			
<ol style="list-style-type: none"> 1. Call to order and review/adoption of agenda and minutes 2. Course Outline <ol style="list-style-type: none"> a. MR 240 b. ED 392 c. SS 101 3. Follow up/follow through on previous items/reports (Old business) <ol style="list-style-type: none"> a. Gaining approval of AFT Certificate Program at Chuuk Campus (Presentation by Roger Arnolds) b. Course Fee proposal for Achieve 3000 update 4. New business <ol style="list-style-type: none"> a. LRC Representative on CC committee 5. Adjournment 			
Discussion of Agenda/Information Sharing:			
<ol style="list-style-type: none"> 1. Call to order and review/adoption of agenda and minutes <ol style="list-style-type: none"> a. November 28 and January 16 minutes approved 			

A suggestion was made to begin with items no. 4a and 3a to allow additional attendees to present their cases to the committee.

2. Course Outline

a. MR 240 - Return Co for MR 240 to Math Science division to align general and specific outcomes, redo the course contents, reword grading scheme, and address other issues and comments provided in previous meetings.

b. ED 392- CO for ED 392 approved.

c. SS 101 out of time

3. Follow up/follow through on previous items/reports (Old business)

a. Gaining approval of AFT Certificate Program at Chuuk Campus (Presentation by Roger Arnolds)

i. Roger Arnold presented results of surveys conducted to determine to support the AFT Certificate Program at Chuuk campus. The proposed AFT Program at Chuuk Campus is same as the existing program at Pohnpei Campus. Chuuk Campus has identified faculty to teach courses if the program is approved. A motion was made and seconded to approve the AFT Certificate Program at Chuuk Campus. **AFT Certificate Program at Chuuk Campus is approved.**

b. Course Fee proposal for Achieve 3000 update

4. New business

a. LRC Representative on CC committee

i. During the previous self-study write up the LRC staff realized there was less interaction and/or involvement of faculty with the LRC. Therefore LRC seeks ways to be more involved to better serve and provide needs and services for faculty and also solicit input from faculty on certain issues from the LRC.

ii. CC will try to find ways to get LRC represented in the committee, until then, LRC director should direct any issue that needs faculty input to CC chair.

5. Adjournment

Handouts/Documents Referenced:

1. ED 392 Revised Course Outline 2016.docx
2. ED 392 Course Modification Request2019.docx
3. SS101-NewCO_revised_Nov.2016.docx
4. S101 Course Modification request 2016.docx
5. CC Draft Agenda January 30, 2017
6. SS101 checklist reviewed 25Nov16
7. ED392_Review_Checklist_012610
8. ED 392 checklist reviewed 25Jan2017

College Web Site Link:

Prepared by:

Sylvia Henry

Date Distributed:

Approval of Minutes Process & Responses:

- **November 28, 2017 and January 16, 2017 Minutes approved**
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➤ Electronic votes:

Submitted by:

Sylvia Henry

Date Submitted:

Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities:

- **AFT Certificate program at Chuuk Campus is approved**
- **Course Outline for ED 392 is approved**
- **A request from DAP for CC chair to send a memo to VPIA communicating decisions/recommendations/actions of the committee.**