

Committee Minutes Reporting Form

Committee or Working Group		<i>Curriculum Committee</i>	
Date:	Time:	Location:	
June 19, 2018	1:00 – 2:00pm	Board Conference Room	
Members			
Titles/Reps	Name	Present	Absent
1. Chairperson/ National Faculty Rep	Resida Keller	X	
2. Vice-Chairperson/ Yap Campus Instructional Coordinator	Joy Guarin	X	
3. Secretary/ Pohnpei Campus Faculty Rep	Deeleeann Daniel		X
4. Associate of Science Programs/Instructional Coordinator	Joseph Felix Jr.		X
5. Associate of Arts Programs/Instructional Coordinator	Vacant		
6. Pohnpei Campus Instructional Coordinator	Taylor Elidok		X
7. Pohnpei Campus Faculty Rep	Gardner Edgar		X
8. Kosrae Campus Instructional Coordinator	George Tilfas	X	
9. Kosrae Campus Faculty Rep	Sharon Oviedo		X
10. Kosrae Campus Faculty Rep	Vacant		
11. Chuuk Campus Instructional Coordinator	Mixon Jonas		X
12. Chuuk Campus Faculty Rep	Lynn Sipenuk		X
13. Chuuk Campus Faculty Rep	Alton Higashi		X
14. FMI Campus Rep.	Mathias Ewarmai		X
15. LRC Representative	Jennifer Helieisar	X	
16. Ex-Officio	Maria Dison	X	

Additional Attendees:

Agenda/Major Topics of Discussion:

AGENDA

1. Call to order and review/adoption of agenda and minutes
 May 7th meeting minutes --will be sent out to all electronically during the first official meeting of Fall 2018.
2. Old Business/Updates:
 Election of new officers for CC AY 2018-2019 —need to elect Chair and VC positions.
3. Course Outlines:
 RFA:
 MS/ED 210
 ED 415
 ED 489
 ED 304
 ESS 200
 ED 211
 ED 338
 EN 351

4. Adjournment

Discussion of Agenda/Information Sharing:

1. Call to order and review/adoption of agenda and minutes

- Agenda

- The committee meeting was not able to proceed as we did not meet quorum. Some members had communicated that since it was the summer term and there was no common break time, they were unable to attend due to classes. The Chuuk team had technical issues with the internet and also were late in getting on to the VOIP as they forgot to factor in the time difference.

Old Business/Updates:

2. Course Outlines: Under the advice of the ex-officio member/acting VPIA, the committee chair was asked to carry out the task of having a vote on the course outlines electronically in order to help expedite the process and also since a mutual time to meet was not possible at this time. All members of the committee had been sent the course outline documents prior to the meeting so it was deemed that all had been given more than adequate time to review the course outlines.

Electronic Voting was held between June 22-June 27 and all of the eight course outlines were unanimously approved by the committee members.

3. Adjournment

Handouts/Documents Referenced:

Course outlines and modification forms for the following nine courses--MS/ED 210; ED 415; ED 489; ED 304; ESS 200; ED 211; ED 338; EN 351

College Web Site Link:

Prepared by:

Resida Keller

Date Distributed:

7/10/2018

Approval of Minutes Process & Responses:

Unanimous electronic vote on MS/ED 210; ED 415; ED 489; ED 304; ESS 200; ED 211
ED 338; EN 351

Submitted by:	<i>Resida S. Keller</i>	Date Submitted:	<i>9/14/18</i>
Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities:			