Seminole Community College  
APRIL 4, 2006 CURRICULUM COMMITTEE MINUTES

Members Present: Beverly Bailey, Larry Bigelow, Cheryl Cantwell, Edward Chin, Lucia Dzikowski, Mayra Eschbach, Dick Grant, Sandra Keeter, Linda Sutton, Ben Taylor  
Ex-Officio Member: Elaine Greenwood, Marcia Roman, Travis Spaulding  
Guest: Julio Valentin (CTS)  
Recording Secretary: Lizette Bloodworth

Meeting was called to order at 3:20 p.m.

APPROVAL OF MINUTES OF MARCH, 2006 CURRICULUM COMMITTEE MEETING

MOTION TO APPROVE: Lucia Dzikowski  SECOND: Sandy Keeter  
ACTION: Approved

DISCUSSION:
In order to meet the “One College Philosophy” goal at Seminole Community College, the Curriculum Committee invited Julio Valentin from CTS to discuss some of the different types of video conferencing equipment that SCC is looking to purchase and the cost associated with the different conferencing equipment. The conferencing equipment will allow faculty from other sites/campuses (Altamonte, Oviedo, Heathrow) to communicate through interactive video conferencing giving faculty members the opportunity to participate in live committee meetings. Mr. Valentin has invited the Curriculum Committee members to view a demonstration of the video conferencing equipment he is researching. Lizette will send Mr. Valentin the Curriculum Committee membership roster. Mr. Valentin will email Curriculum Committee members when he is set-up for the demonstration.

CURRICULUM COMMITTEE - PROCEDURE 1.0900.5

A. MEMBERSHIP:
Dr. Elaine Greenwood went over the suggestions of the committee membership discussed at the last Curriculum Committee meeting. The recommendation of the members are as follows, one faculty member from each academic department with college credit and/or vocational courses; this includes seven Arts and Sciences departments, eight Career and Technical departments and one Adult Education department (English as a Second Language), two department chairs – one from Arts and Sciences and one from Career and Technical departments, one counselor, one student, for a total of 20 voting members and a total of seven non-voting members to include the Student System Integration Coordinator. In order to meet quorum, 11 voting members must be present.

The question arose, is there adjunct appointment on the Curriculum Committee and would this be a contractual problem considering that the Curriculum Committee appointment is a two year appointment and adjuncts are contracted one term at a time. Elaine will check the legal ramifications of having an adjunct representative on the Curriculum Committee.
Linda Sutton advised the committee that her position as Librarian is now an administrative appointment and not a faculty appointment. The Librarian will continue to serve as a non-voting member.

MOTION TO APPROVE with changes: Sandy Keeter SECOND: Lucia Dzikowski ACTION: Approved

B. CHAIRPERSON:
It was the recommendation of the Curriculum Committee to continue electing the Chairperson by the committee membership.

C. MONTHLY MEETINGS
It was the recommendation of the Curriculum Committee to meet monthly to consider curriculum changes.

MOTION TO APPROVE: Beverly Bailey SECOND: Cheryl Cantwell ACTION: Approved

D. OTHER SPECIFICATIONS:
1. FILLING VACANCIES:
   It was the recommendation of the Curriculum Committee to change the wording to say “When a permanent vacancy among the voting members occurs, the Vice President of Educational Programs, in consultation with the appropriate department chair/director and dean, will appoint a replacement to complete the term of the former voting member.

   MOTION TO APPROVE with changes: Dick Grant SECOND: Lucia Dzikowski ACTION: Approved

2. 2-YR or 3-YR ROTATION:
   It was the recommendation of the Curriculum Committee to stay as a two year rotation with half of the committee changing in August.

ADJOURNMENT:

MOTION TO ADJOURN: Edward Chin SECOND: Ben Taylor ACTION: Approved

The meeting adjourned at 4:25 p.m.

ATTACHMENT:
Recommended new version of Procedure 1.0900.5