Curriculum Committee for the 2025–2026 Academic Year

Meeting Minutes

May 21, 2026
3:10 – 5:00 p.m. (Zoom)

Attendees

Voting Members Present: Paul Ballard (Chair), Elizabeth Brown, Lacy Ferrell, Dia Gary, Sarah Oppelt, Erika Pazian, Tim Sorey

Non-Voting Members Present: Mike Gimlin, Kurt Kirstein, Mike Pease, Rachel Kirk, Gayle Young-Dohrman

1. Call to Order

The meeting was called to order at 3:10 p.m.

2. Review: Agenda

The agenda was reviewed and approved.

3. Approval of May 7, 2026 Draft Minutes

Motion to approve the May 7, 2026 draft minutes – APPROVED

4. Approval of May 21, 2026 Approval Agenda (Reviewed on May 7th)

Motion – APPROVED

5. Chair's Report / Updates

New PRF Process – Alysia Owlsym

An update was provided on recent changes to the Proposal Review Form (PRF) process and SharePoint workflow. Continued refinements are being made to improve functionality and resolve outstanding bugs. Work is ongoing in collaboration with Nicole Burk to stabilize the process and improve usability.

6. Review: May 21, 2026 Review Log

(7 Course Changes, 1 New Course, 18 Program Changes, 5 New Programs)
Motion to approve Review Log – APPROVED

Discussion included proposal-specific feedback and determination of whether PRFs or friendly amendments were needed.

Highlights included:

- **ETSC-443** – PRF required with additional friendly amendment.
- **KIN-352** – PRF required.
- **KIN-449** – PRF required.
- **HSST** – PRF required.
- **Professional Teaching Foundations SPED Certificate Winter Start** – discussion regarding use of spelled-out numerals versus numeric formatting; no PRF required.
- **PTPWSPEDG / TEACERTOG** – committee reviewed credit adjustments and confirmed totals remained balanced after offsets.
- **AVP / AVPP** – follow-up email to originator planned regarding narrative language and possible regulatory requirements.

7. HyFlex Update / Discussion

The committee continued discussion regarding proposed HyFlex definitions and implementation considerations. Members expressed concern that the proposed structure, as written, did not reflect true HyFlex functionality because students would select a modality at registration and remain in that modality for the duration of the quarter. Several members questioned whether this created a new modality at all or simply combined existing instructional approaches.

Discussion also addressed instructional workload, student flexibility, enrollment considerations, and impacts on specific student populations including international students and veterans. Members discussed whether existing modalities already meet the intended goals and whether introducing a separate definition adds unnecessary complexity. The committee agreed that additional refinement is needed and requested the working group bring back revised language and a formal recommendation for future review.

8. CiHS Certificate Programs

Motion to send certificate programs out for campus review – APPROVED

The committee revisited previously held College in the High School certificate proposals. Discussion focused on whether graduate certificates designed to support College in the High School instruction should function as stand-alone credentials, whether they should remain department-specific decisions, and how stackability and transferability should be considered.

Members discussed balancing flexibility for instructor qualification pathways with maintaining departmental standards. Additional outreach and follow-up discussion were planned while allowing proposals to proceed to campus review to avoid delaying the overall timeline.

9. Education Foundations Class Discussion

The committee reviewed an issue identified after approval of a prior curriculum proposal involving a one-credit increase that created unintended downstream impacts for related programs. Discussion focused on whether to proceed with adjustments across affected programs or return the proposal for reconsideration.

Members expressed concern about precedent, clarity for students, and introducing unintended credit impacts across connected programs. The committee reached consensus that the proposal should return for further review and untangling rather than moving forward with additional approvals at this time. It was noted that the affected course was clarified to be within bilingual education rather than special education.

10. 3-Year Degree

Discussion deferred due to time constraints.

11. FSCC Chair-Elect

Motion to elect Lacy Ferrell as FSCC Chair-Elect for the 2026–2027 Academic Year – APPROVED

12. Other Items / Adjournment

Additional curriculum items that were unable to be reviewed this academic year will move into fall review processes.

Motion to adjourn – APPROVED

Meeting adjourned at 5:02 p.m.