

**Curriculum Committee  
Minutes  
October 10, 2024**

Present: Dia Gary, Paul Ballard, Sayantani Mukherjee, Erika Pazian, Lacy Ferrell, Tim Sorey, Benjamin White, Susan Merrill, Gayla Blaisdell, Arun Pillutla, Mike Pease, Selena Castro, Mike Gimlin, Tennecia Dacass

Absent: Mengyu Ma, Lizzie Brown, student representative, Jurt Kirstein, Library dean designee

Guest(s): None

Meeting was called to order at 3:10 p.m.

Lacy moved to accept the October 3, 2024, minutes. Paul seconded and motion carried.

Chair report – Tim let the committee know he is here to help with originators if they would like him to help facilitate. Tim is traveling the week of October 21<sup>st</sup> in New Zealand. Will be back for the meeting on October 31<sup>st</sup>. The committee will not meet October 24<sup>th</sup>.

MBA degree type clarification – There is an MBA new degree type that is coming through. Tim indicated he thought this was a new program rather than the degree type. We do have a process in policy and procedure for this type of request. Janet will send out copies of the paperwork so the committee can review it prior to next meeting. Schedule this for 10/17 at 4:30 p.m. on the FSCC agenda.

Hybrid modality charge – Tim asked the committee members to review CWUR 2-50-060(2) for a future meeting. There is policy that international students and VA students need to meet. F1 Visa is much more restrictive and has across the board minimum for hybrid courses. Mike G indicated that rooms are scheduled based on the meeting patterns and if a course morphs into online only it is a waste of resources. VA indicates needs to have one in-person meeting for the quarter to count.

<https://ncacva.org/va-approval-for-hybrid-courses-extended/>  
[https://www.benefits.va.gov/GIBILL/docs/presentations/Hybrid\\_Training\\_Section305\\_Webinar\\_Sep\\_2019.pdf](https://www.benefits.va.gov/GIBILL/docs/presentations/Hybrid_Training_Section305_Webinar_Sep_2019.pdf) This one gives slightly different specifications: <https://www.military.com/daily-news/2019/08/14/va-changing-gi-bill-payment-amounts-some-online-classes.html>

Arturo may already have this information. Ruben Cardenas would have the VA information. Also contact someone in International Studies. <https://studyinthestates.dhs.gov/students/study/full-course-of-study>

Deadline table charge – Would like have table in chronological order. Possibly put dates on flow chart. Move approval levels to below chart. Potentially set dates as first Friday, etc. instead of actual dates. Paul and Tim will work on flow chart. Susan and Janet will work on table. Flow chart should add step for Continuing Education for certain types of certificates.

Susan indicated she cleaned up outcomes that and removed language such as “students will”. She asked committee if the assessments should also be cleaned up as well.

Meeting was adjourned at 4:28 p.m.