

Arkansas Tech University - Ozark
Curriculum Committee Meeting
 April 25, 2023
 Minutes

CALL TO ORDER	<p>The Curriculum Committee (CC) met via Webex on Tuesday, April 25, 2023 at 4:00 p.m. The following members were present:</p> <p>Heather Nelson – Chair Todd Birkhead – Past-chair Julie Auterson – Recorder Erin Brickley – Ex officio Shelley Koone – General Education/ Math</p> <p>Absent members:</p> <p>Julie Schmalz – Ex officio Gary Donberger – Trades</p>
APPROVAL OF MINUTES	<p>Heather Nelson called the meeting to order at 4:00 PM and asked that the minutes be approved as distributed. Motion by Shelly Koone, second by Todd Birkhead to approve the minutes as distributed. Motion carried.</p>
OLD BUSINESS	<p>No old business</p>
NEW BUSINESS	<p>Requests:</p> <ul style="list-style-type: none"> • Heather Nelson, Logistics Mgmt: Requested to update course requirements and substitutions. No changes to program or course requirements. It was determined that most substitutions are already approved but not listed on the website. <ul style="list-style-type: none"> ○ Request does not need committee vote; CC determined request is a cosmetic change. ○ Heather will send cosmetic request forms to Erin Brickley and Laura Rudolph. <p>Committee Member Changes for 2023-2024</p> <ul style="list-style-type: none"> • Heather was nominated as Committee Chair for another year, and accepted nomination. Motion by Julie Auterson and second by Shelly Koone. Motion carried. • Shelly Koone was nominated as Recorder, and accepted nomination. Motion by Julie Auterson and second by Todd Birkhead. Motion carried. • Todd Birkhead will step down June 30, 2023. He will send recommendation for replacement to Dr. Sheila Jacobs.

Committee Member Schedule

<u>Member</u>	<u>Dept</u>	<u>Yr</u>	<u>Month/Yr OFF</u>
????	HSW	1	June 2024
Gary Donberger	Trades	3	June 2025
Shelley Koone	Gen Ed	3	June 2025
Heather Nelson	Business	5	June 2027
Julie Auterson	Cosmo	5	June 2027
Ex-O: Julie Schmalz	Student Services	Permanent	
Ex-O: Erin Brickley	Registrar	Permanent	

ANNOUNCEMENTS Next meeting was not scheduled.

ADJOURNMENT Motion by Todd Birkhead, second by Julie Auterson to adjourn the meeting.
Motion carried. The meeting was adjourned at 4:15PM.
