

AGENDA

Curriculum Committee

Date | time 04/23/2024 | 4:00PM | *Meeting called by* Heather Nelson

Members

Chair: Heather Nelson, LGM /Business | Recorder: Shelley Koone, General Education | Gary Donberger, Trades | Julie Auterson, Cosmetology | Mark Maxwell, HSW | Ex Officio: Julie Schmaltz | Ex Officio: Erin Brickley

- | # | Item |
|---|---|
| 1 | Call to Order |
| 2 | Past meeting minutes |
| 3 | Old Business <ul style="list-style-type: none">A. Pending approval of past minutes by Dr. Sheila Jacobs |
| 4 | New Business <ul style="list-style-type: none">A. Officer positions |
| 5 | Adjournment |
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**Arkansas Tech University - Ozark
Curriculum Committee Meeting**
April 23, 2024
Minutes

CALL TO ORDER The Curriculum Committee (CC) met via Webex on Tuesday, April 23, 2024 at 4:01 p.m.

The following members were present:

Heather Nelson – Chair
Shelley Koone – Recorder General Education/ Math
Julie Auterson – Cosmo
Mark Maxwell – HSW
Gary Donberger – Trades
Erin Brickley – Ex officio
Julie Schmalz – Ex officio

Absent from the meeting: None

APPROVAL OF MINUTES The minutes from March 26 were read by Shelley Koone. A motion to approve the minutes as read was made by Julie and seconded by Mark. Motion carried.

OLD BUSINESS From March 26 meeting, we are still awaiting approval from Dr. Jacobs on the changes to the PTA program.

NEW BUSINESS **Committee Member Changes for 2023-2024**

- Heather was nominated as Committee Chair for another year, and accepted nomination.
- Shelly Koone was nominated as Recorder for another year, and accepted nomination.
- Mark Maxwell was nominated to remain in the HSW position for another year and accepted the position.
- A motion was made by Mark to keep these positions as is, seconded by Gary. Motion carried.

Committee Member Schedule

<u>Member</u>	<u>Dept</u>	<u>Yr</u>	<u>Month/Yr OFF</u>
Mark Maxwell	HSW	1	June 2025
Gary Donberger	Trades	2	June 2026
Shelley Koone	Gen Ed	2	June 2026
Heather Nelson	Business	3	June 2027
Julie Auterson	Cosmo	3	June 2027
Ex-O: Julie Schmalz	Student Services	Permanent	
Ex-O: Erin Brickley	Registrar	Permanent	

ANNOUNCEMENTS Next meeting will be August 27 at 4:00 PM.

ADJOURNMENT Motion by Julie Auterson, second by Mark to adjourn the meeting. Motion carried. The meeting was adjourned at 4:17 PM.

Heather Nelson

From: Sheila Jacobs
Sent: Tuesday, August 27, 2024 10:32 AM
To: Heather Nelson
Subject: Re: Curriculum Committee APR Meeting Minutes - FOR APPROVAL

Thank you, Heather. Approved.

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From: Heather Nelson <hnelson1@atu.edu>
Sent: Tuesday, August 27, 2024 10:30:36 AM
To: Sheila Jacobs <sjacobs3@atu.edu>
Subject: FW: Curriculum Committee APR Meeting Minutes - FOR APPROVAL

Good morning Dr. Jacobs,

We have a Curriculum Committee meeting scheduled for today at 4:00 pm, and I seem to be missing your approval for the last meeting minutes.

Please see attached and let me know if you have any questions.

Kind regards,

Heather E. Nelson

Logistics Management

Program Chair

(479) 508-3367

<https://www.atu.edu/ozark/degrees/associates/logistics-management.php>



From: Heather Nelson
Sent: Thursday, April 25, 2024 8:56 AM
To: Sheila Jacobs <sjacobs3@atu.edu>
Subject: Curriculum Committee APR Meeting Minutes - FOR APPROVAL

Good afternoon Dr. Jacobs,

Please see the attached minutes from our CC meeting this week, for your review and approval.

There were no discussion items, just committee member approval. Mark Maxell requested to stay on the CC for another year.

Kind regards,

Heather E. Nelson

Logistics Management

Program Chair

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