**Courses & Curriculum Committee**

**Minutes**

**September 18, 2023**

Present: Alice Blackwell, Sandra Purifoy, Adena Lejeune, Ahmed Shaffie, Conley Hathorn, Jennifer Dupont; Jennifer Innerarity, Jennifer Wright, John Allen, Laurie Pittman, Rusty Gaspard (Proxy for Michael Waller), Richard Elder, W. Cole Franklin

Absent: None

Guests: Carol Corbat

After a quorum was established, Dr. Carol Corbat, Faculty Senate Vice-President, called the meeting to order at 12:01 pm.

Dr. Corbat showed the committee features of Curriculog.

Dr. Corbat then began the election by calling for nominations for the Chair position. Richard Elder and Alice Blackwell were nominated, and the nominations were seconded. A motion to cease nominations passed with 12 in favor, 0 opposing, and 0 abstaining.

The vote for the position of chair was conducted. The first vote was 6 in favor of Dr. Elder and 6 in favor of Dr. Blackwell. No one abstained. A second vote was held with the same results, 6 for Dr. Elder and 6 for Dr. Blackwell; there were no abstentions. Dr. Conley Hathorn entered the meeting. After a brief discussion a third vote was held with 7 in favor of Dr. Blackwell, 6 in favor of Dr. Elder, and no one abstained.

Nominations for the Secretary position followed. Dr. Adena Lejeune and Ms. Sandra Purifoy were nominated. Dr. Lejeune declined the nomination. Ms. Purifoy accepted the nomination, and the nomination was seconded. A motion to cease nominations passed with 13 in favor, 0 opposed, and 0 abstaining. By acclimation Ms. Purifoy was elected secretary.

Dr. Corbat exited the meeting at this time.

Dr. Blackwell distributed charges of the Courses and Curriculum Committee. A brief explanation of the charge ensued.

Next, a day and time for regularly scheduled meetings were discussed. Wednesdays at noon was selected by the committee for the meetings. All 13 members approved. A conference room in Mulder Hall with more comfortable seating was suggested as opposed to a classroom. Dr. Blackwell is going to check availability and reserve a room.

Ms. Laurie Pittman exited the meeting.

Dr. Innerarity noted that the Criminal Justice would be requesting an immediate response to courses once they are loaded into Curriculog, the new electronic format used for Committee business.

Dr. Cole Franklin made a motion to adjourn; the motion was seconded by Dr. John Allen. The vote in favor of adjournment was 12 in favor, 0 opposed, 0 abstaining, one absent.

The meeting officially adjourned at 12:53 pm.

Respectfully submitted,

Sandra Purifoy

Secretary