**Courses and Curriculum Committee**

**Minutes**

**December 6, 2023**

Present: John Allen, Alice Blackwell, Richard Elder, Cole Franklin, Conley Hathorn, Jennifer Innerarity, Adena LeJeune, Laurie Pittman, Sandra Purifoy, Ahmed Shaffie, and Jennifer Wright

Absent: Jennifer Dupont, Rusty Gaspard

Guests: Shelly Gill

Once a quorum was established, Dr. Alice Blackwell called the meeting to order at 12:04 pm.

Dr. Blackwell presented the minutes from the last meeting, which were distributed via email to all Committee members. A voice vote was conducted to approve the minutes. Dr. Adena LeJeune made a motion to accept the minutes; Mrs. Wright seconded the motion. The motion passed with 11 in favor (Allen, Blackwell, Elder, Franklin, Hathorn, Innerarity, LeJeune, Pittman, Purifoy, Shaffie, Wright), 0 opposed, and 2 not voting by reason of absence (Dupont, Gaspard).

For the first order of business Dr. Blackwell explained that some of the nursing courses being reviewed for this meeting could be “batched” so that they could be voted on as a group.

Laurie Pittman then explained the course modifications that the committee was to consider. All were NURS courses. In some, the course ***content*** remains the same, but the ***exemplars*** may change. For these courses, the descriptions were broadened to accommodate the possibility that exemplars might change. A few course descriptions were changed to allow students more ways to fulfill prerequisites (e. g., another option by which to fulfill a Chemistry prerequisite).

Dr. Blackwell noted that two NURS course additions on the agenda could not be voted on as the department had withdrawn the proposals. These were for NURS 1150 and NURS 1151.

Dr. Innerarity made a motion to batch vote on the NURS course modifications; Sandra Purifoy seconded the motion. The motion passed by live voice vote with 11 in favor (Allen, Blackwell, Elder, Franklin, Hathorn, Innerarity, LeJeune, Pittman, Purifoy, Shaffie, Wright), 0 opposed, and 2 not voting due to absence (Gaspard and Dupont).

Further review of the courses submitted by the Department of Nursing showed that several proposals were lacking completeness and would possibly need to be returned to the department. It is to be noted that the committee had no concerns about the substance of the modifications (e. g., added options for fulfilling the CHEM prerequisite and changed language allowing for more flexibility in exemplars).

* NURS 1030: Proposal did not have votes recorded by the department, although all other information was included.
* NURS 1031: Proposal was lacking the 4-letter designation for ENGL on the forms. Dr. Franklin noted that the 4-letter designation for NURS was not correctly listed in the prerequisites, although the course description and course outline were aligned. This proposal was also missing the department vote.
* NURS 1032: prefix for NURS is wrong in one spot.
* NURS 1042: Proposal was noted to have misspelled words, although all other items were complete, such as CIP, credit hours, and department vote.
* NURS 2021 was reviewed with nothing incorrect. The course description and detailed course outline were aligned with the changes made.
* NURS 2022: Proposal was noted to have an incorrect subject/verb alignment.

Sandra Purifoy exited the meeting, and Adena LeJeune began taking minutes. Discussion of the proposed course modifications continued as follows:

* NURS 2022- the course description should be corrected to read “course builds” and the NURS prefix should be added before 1042 in the prerequisite list.
* NURS 2066- no issues noted
* NURS 3001- the prefix on the prerequisites should be changed from ENG to ENGL
* NURS 4052- no issues noted

Dr. Blackwell reviewed the list of modifications to determine how to divide the proposals into those that should be returned and those that could be approved. It was noted that the committee is in support of the concept of the modifications but will be returning some due to minor errors.

Dr. Hathorn moved that the committee return NURS 1030, NURS 1031, NURS 1032, NURS 1042, NURS 2022, and NURS 3001; Jennifer Wright seconded. Results of the live voice vote were as follows: 10 in favor (Allen, Blackwell, Elder, Franklin, Hathorn, Innerarity, LeJeune, Pittman, Shaffie, Wright), 0 opposed, 0 abstentions, and 3 not voting due to absence (Dupont, Gaspard, Purifoy).

Dr. Elder moved that the committee approve the modification of NURS 2021, NURS 2066, and NURS 4052; Dr. Innerarity seconded. Results of the live voice vote were as follows: 10 in favor (Allen, Blackwell, Elder, Franklin, Hathorn, Innerarity, LeJeune, Pittman, Shaffie, Wright), 0 opposed, 0 abstentions, and 3 not voting due to absence (Dupont, Gaspard, Purifoy).

Dr. Innerarity moved to adjourn the meeting; Mrs. Pittman seconded the motion. Results of the live voice vote were as follows: 10 in favor (Allen, Blackwell, Elder, Franklin, Hathorn, Innerarity, LeJeune, Pittman, Shaffie, Wright), 0 opposed, 0 abstentions, and 3 not voting due to absence (Dupont, Gaspard, Purifoy).

Respectfully Submitted,

 Sandra Purifoy, Secretary

Adena LeJeune, Acting Secretary