Curriculum Committee Minutes  
October 25, 2006

Dr. McCane opened the meeting with a quote from Sally Jongsma related to the program review process.

*Program review demands significant amounts of time and energy that can take away from teaching. But those who have gone through the process agree that it gives faculty and the institution a clearer picture of how effective their teaching contributes to departmental goals, and how the department program contributes to the goals of the institution.*

Ann Mantel, Director of Nursing and Allied Health, recommended to the committee that the Nursing Assistant program be removed from the program review cycle but be allowed to remain on the college’s Academic Inventory. After being moved and seconded, a motion to that effect was approved unanimously.

Cornelia Miller then presented her findings related to the Accounting Technology program. The Poarch community has agreed not only to notify the college as to specific instructional needs, but also to send students to the new program once it is established. There is some degree of concern about the possible negative impact on the existing OAD program; certain courses, however, do overlap between the two disciplines.

Maureen Morgan then presented in detail the program review process including exact instructions for properly collecting documentation in preparing a program review portfolio. Mrs. Morgan emphasized that program student learning outcomes should focus on growth and quality improvement. In addition to the required documentation, programs should also try to highlight their unique strengths and worth. She further encouraged instructors over the course of the year to jot down items for possible inclusion in the program review portfolio.

The next meeting of the Curriculum Committee is scheduled for Wednesday, November 29, 2006 at 1:00 o’clock in the library’s Multimedia Resource Center.