The curriculum committee met at 12:30 p.m. in the resource room in the Leigh Library. Members present were: Lisa Pace-Hardy, Linda Miller, Vanessa Kyles, Chipper Staff, Roger Harrelson, David Quarker, Allen Gainer, Deborah Albritton, Cornelia Miller, and Jeffrey Faust. Members absent were Sue Chapman, Ann Lambert, and Jan House. Guests present were Kathleen Hall, Carol Bates, Otis Thames, and Ann Mantel.

Lisa Pace-Hardy called the meeting to order, welcomed the committee, and expressed her appreciation of the hard work each committee member contributed toward preparing and evaluating program portfolios.

Lisa also stated the purpose of the meeting. The minutes from an email meeting brought to the committee by Mary Beth Lancaster in reference of English Literature 271 and 272 courses changes were discussed.

Allen Gainer made a motion to accept the minutes. Vanessa Kyles seconded the motion. All committee members were in favor of the motion.

Lisa reminded all chairpersons to submit an electronic subcommittee report to Kelly by email and to give their portfolios to Kathleen.

Comments made by Kathleen Hall:
- The signature page will not be scanned for SACS purpose. All other pages of the documents will be scanned and put on the website.
- Kathleen thanks all who worked on the committee reports.
- We have a good program review process.
- The program reviews will be included as part of SACS. They will make recommendations of items needed to be included in future program reviews. If we do have something, Kathleen will made recommendation to include additions.
- Kathleen thanked all committee members and program instructors for their time and efforts put into the portfolios and program reviews.

Changes to the Welding curriculum were brought before the committee by Otis Thames. Postsecondary revised the curriculum regarding five courses (WDT 108, WDT 109, WDT119, WDT120, WDT228) changed some contact hours—credit hours remained the same. Otis would like for the committee to approve the changes so they can be placed in the catalog and be included in the welding degree plan.

David Quarker made a motion to accept the changes. Jimmy Lee seconded the motion. All committee members were in favor of the motion.

Changes to the Upholstery program were brought before the committee by Roger Harrelson. He would like the certificate changed from 51 hours to 42 hours and also
adding UPH218 to electives. UPH 183 was also added. The changes included the seven core classes (UPH111, UPH112, UPH113, UPH121, UPH122, UPH123 and UPH215). A long certificate can have between 30-60 hours. These changes will not affect the content of the program. By making these changes, the problem with scheduling and causing students to attend an additional semester will be solved. In addition, more students should be able to graduate by changing the program from four semesters to three semesters.

Linda Miller made the motion to accept the changes as proposed. David Quarker seconds the motion. All committee members were in favor of the motion.

Changes to the Masonry program were brought to the committee by David Quarker concerning the evening program on the Atmore Campus. Students have to complete five semesters under the current curriculum in order to graduate. By shortening the curriculum, students are still Pell Grant eligible, and all core classes are included. Changing the curriculum from five semesters to three semesters should allow more students should be able to graduate from the Masonry Evening Program.

It was recommended that the committee pursue asking for approval of adding a short certificate in Masonry. This approval will have to be by Postsecondary. The option will not be available until approval by Postsecondary is received. The long certificate in Masonry will remain on the correctional sites and the short certificate will be available on the Atmore Campus.

Chipper Staff made a motion to support the changes to send to Postsecondary. Linda Miller seconds the motion. All committee members were in favor of the motion.

Changes to the Masonry Long Certificate were brought before the committee. The changes are based on changes made by Postsecondary in reference to the State Curriculum. All core courses remained in the revised curriculum. There are no prerequisites, therefore students can enroll any semester.

Linda Miller made a motion to accept the changes. Jimmy Lee seconds the motion. All committee members were in favor of the motion.

Day classes can go into the catalog and the degree plan can be updated. We will need to make sure students can begin summer semester. Students will need to sign a waiver to graduate under the new curriculum.

The overview of the Auto Body Program was presented by Jeffrey Faust. Chipper Staff made a motion to accept the recommendation for the program to continue with recommendations. David Quarker seconds the motion. All committee members were in favor of the motion.

The overview of the Auto Mechanics Program was presented by Allen Gainer. Deborah Albritton made a motion to accept the recommendation that the program continue with
recommendations. Roger Harrelson seconds the motion. All committee members were in favor of the motion.

It was recommended that a comment be inserted to note that Auto Mechanics and Auto Body are correctional programs and due to Department of Corrections transferring students and students having disciplinary problems, these factors greatly affects the number of graduates in the correctional programs.

Kathleen mentioned that a new division “Prison Education” has been developed, and they are working with the Pardon and Parole Board, Department of Corrections and the College to try to work on issues encountered in the correctional programs.

The overview of the Nursing Program was presented by Vanessa Kyles. Jeffrey Faust made a motion to accept the recommendation for the program to continue without modifications. Linda Miller seconds the motion. All committee members were in favor of the motion.

The overview of the Chemical Technician Program was presented by Linda Miller. Carol Bates made a motion to accept the recommendation for the program to continue with recommendations. Vanessa Kyles seconds the motion. All committee members were in favor of the motion.

Discussion by the committee members:
- Vanessa asked Kathleen about the different literature classes. Kathleen noted that the English Department cannot support all three areas (World, American, and British).
- All literature classes will remain in the catalog.
- Linda asked about updating the current program review form for next year.
- The committee decided to leave the form as is.
- Linda asked that the instrument be changed from Guidelines for Program Review to Subcommittee Report.

Kathleen needs all notebooks and a hard copy with signatures. All reports should be emailed to Kelly.

Jeffrey Faust made the motion to adjourn. Ann Mantel seconds the motion. All committee members were in favor of the motion. The meeting was adjourned at 2:32 p.m.