

The meeting was called to order at 2:00 pm. A quorum of the voting members was present at the meeting.

1. The October and November meeting minutes were reviewed and approved.

#### In Attendance

Kim Bovee, Joseph Fairchild (B), Johnna Harrell (P), Amanda Lloyd (WFS), Tiffany Putman (B), Beno Rubin, Jasmine Silvera, Kellie Sorey, Tom Siegmund (VAC), Ivory Warren (N), Kevin Brady (C), Gary Noah, Nancy Prather-Johnson, Jennifer Ferguson

#### Guest Speaker

1. None

#### Information Items:

1. None

#### Action Items:

1. Subcommittees reported on progress.
  - a. PLA Committee – Tom and Ivory reported on their session at the January Learning Institute; to increase faculty awareness about Prior Learning Assessment and how to incorporate it into curriculum.
  - b. DEI and SJ Committee – Brittany Horn reported on her attendance at the November Instruction Committee and efforts between the IC and CC to revise general education rubrics per our shared charge; to help meet the requirements of the One Virginia Plan. Brittany reported on a session at the Learning Institute also headed by the IC.
  - c. Bylaws Committee – Linda prioritized the membership section of the bylaws to reflect Pathway representation. She presented an initial look at the numbers of programs by Pathways and will continue by looking at the number of faculty, courses, and students enrolled. Edits to the bylaws should be finalized at the February / March meeting.

#### Presentations and Proposals:

1. Gary Noah/Nancy Prather-Johnson
  - a) ITN 293 Cloud Computing Administration / Course Number. Information item, no action was needed by the Committee. The committee reviewed the proposal to transition (the temporary) ITN 293 course (Cloud Computing Administration) to a permanent course. The proposal has since been recommended for approval by Drs. Conston and Woodhouse and directed to the VCCS Deans' Course Review Committee for consideration.
2. Jennifer Ferguson
  - a) Proposal to Modify Degree - Associate of Applied Science: Health Information Management Plan Code 152 - all proposed modifications were approved by the committee.
3. Kellie Sorey and Jenefer Snyder
  - a) Renaming the Certificate of General Education. Information item, no action was needed by the committee.

Meeting was adjourned at 4:00 pm.

The next meeting of the Committee will be February 17, 2022, and will be conducted via Zoom.

Tom Siegmund / Brittany Horn