

Community College of Philadelphia

The Path to Possibilities™

**Academic Affairs Standing Sub Committee on Curriculum
Minutes of Meeting
Friday, October 12, 2007
2:30 PM, Conference Room M2-34**

Presiding: Dr. Sharon Thompson, Administrative Delegate

Present:

Administrative Delegates

E. Freeney
T. Grady (alternate)
Pete Watkins (alternate)
M. McGorry
Mary Anne Celenza (alternate)

Faculty Delegates

C. Esposito
Linda Fellag
Carol Stein (alternate)
Kathleen Harter
David Prejsnar

Agenda Items Discussed

1. Approval of minutes of the January 23, 2007 meeting.

The committee unanimously approved and accepted the minutes.

2. Selection of Chair

Theresa Grady nominated Sharon Thompson for the position and the Marian McGorry seconded the nomination. The committee voted unanimously to support Sharon for the position and she agreed to chair the committee for the upcoming year.

3. Other Business

Sharon announced that she anticipates several programs being brought to the committee in the upcoming months.

The meeting time for the Fall 2007 semester will be Friday at 2:30 and Shelly will check committees availability for the Spring 2008.

Davis Prejsnar suggested posting the minutes from the meetings so that they were available for review. Sharon thought that at one point they had been placed

on the academic affairs web site, but agreed explore and make a suggestion to the appropriate individual.

Linda Fellag is new to the committee and asked Sharon to review the process for approval of a new or revised curriculum. It is as follows:

1. Writer works with the Curriculum Facilitation Team who then signs off on the document.
2. The document is approved by the Department and the Department Head.
3. The Dean is the next to approve the document.
4. The Dean submits the document to the Academic Affairs Council.
5. Then it goes to the Academic Affairs Sub Committee for approval.
6. Then to IWC
7. Then to Dr. Curtis.

Meeting was adjourned at 2:45

Next meeting is scheduled for Friday November 9 at 2:30 PM.