In attendance: E. Foote, E. Hao, M. Balester, S. Malkemes, D. Wenger, S. Hritzak, (Registrar); M. Kropiewnicki (FAC Rep); Amanda Bast (Student Rep); H. Selecky (Library Rep). Guest: A. Miller.

Chairman E. Foote called the meeting to order at 11:00 a.m.

1) Approval of Minutes: The minutes of the November meeting were approved (motion by Malkemes; seconded by Wenger).

2) New Proposals for Review

   a. A. Miller presented a proposal for a new course, PS 354 Ecotourism Development in Costa Rica. The course was unanimously approved; motion by S. Malkemes, seconded by E. Malkemes.

   b. A proposal to revise the Computer Engineering minor was presented which included the following:

      1) A new course, EE245 Programming for Embedded Applications. This was approved unanimously (Motion by S. Malkemes; second by M. Balester.)

      2) A proposal to change course description for EE251/252 to remove dependence on calculus for transfer students. S. Malkemes suggested removing the specific reference to LCCC transfers. This is an incidental change and was approved unanimously; motion by S. Malkemes, seconded by M. Balester.

   c. The College of Pharmacy presented a proposal for adding a new course PHA542 Advanced Information Mastery, a two-credit elective. On motion by S. Malkemes, seconded by D. Wenger, the course addition was approved unanimously.

   d. The Siddhu School of Business and Leadership presented a proposal to renumber the ABBA courses so that they are coordinated with regular business program numbering. This is an incidental change. On motion by M. Balester, seconded by Emma Hao, the proposal was approved.

3) Other business

   a. Faculty Handbook—nothing additional to report.
b. **New forms for curriculum submission** are being used and are working well; on the recommendation of S. Hritzak the section for number of credits on the course addition form will be made clearer.

c. **Website**—Chairman Foote offered to meet with Craig Thomas to convert the Curriculum Committee website over to the Wilkes web page.

d. No requests were received by the Dec. 1 deadline for retaining courses which are scheduled to be removed from the Bulletin.

e. The Gen Ed Committee has proposed that they be empowered to determine whether courses other than those designated by the General Education 2000 document can be used to fulfill skill area requirements. By common consent, the Curriculum Committee members agreed they had no objections to this proposal. The committee felt that any changes should be noted in the FAC handbook and the UG bulletin.

f. D. Wenger announced she is on sabbatical next semester; E. Foote will contact R. Tuttle (FAC) about a replacement on the committee.

The next meeting will be February 14, 2012

Respectfully and Dutifully Submitted,

Dr. Diane Wenger