

Curriculum & Instruction Committee Meeting Minutes  
September 8, 2025 @ 3:10pm, Library 256

**Voting Membership Present:**

Chair, Dr. Craig Cline  
Dr. Kevin Williams – Department of Contemporary Art, Communications, and Theater  
Dr. Denis Berenschot – Department of English, History, and Modern Languages  
Dr. Austin Showen – School of Music  
Dr. Aart Holtslag – Department of Social and Applied Behavioral Sciences  
Dr. Vahid Biglari – Department of Business, Accounting, Economics, and Finance  
Dr. Dawne Burke – School of Education  
Dr. Stacey Kendig – Department of Recreation, Sport, and Exercise Science  
Dr. Weidong Liao – Department of Computer Science, Mathematics, and Engineering  
Dr. Ruth Conley – Department of Natural and Physical Sciences  
Dr. Laureen Donovan – School of Nursing  
Ms. Tara Carlisle – Library

**Quorum** = 6, Vote = 2/3 or 4 of 6 for approval.

**Ex-officio Membership Present:** Ms. Tracy Seffers (Registrar), Ms. Joan Evert (Secretary), VACANT (CCC Chair), Will Bell or designee (Admissions), Dr. Amy DeWitt or designee (Associate Dean of Student Enrichment or designee), Dr. Jack DeRochi (provost)

**2025 -2026 meeting dates** – 09/08/2025, 10/13/2025, 11/10/2025/ 12/08/2025, 01/12/2025, 02/09/2025, 03/09/2025, 04/13/2025

**C&I Announcements:**

- For curricular proposal guidelines see the C&I Senate website at <https://www.shepherd.edu/senate/curriculum-and-instruction>
- Reminder - University Assembly at 4:10 pm today.

**Approval of Minutes: April 14, 2025**

**Core Curriculum Report:** The Core Curriculum Committee will meet on September 17, 2025 to elect a new chair.

**Second Readings**

No second readings were presented.

**First Readings**

**COMM**

Course Change

COMM 470 -- Advanced to second reading

**NURS**

Course Deletion

NURS 210 – Advanced to second reading

It was reported that a program change document would need to be submitted to C&I to update the program since NURS 210 is being removed.

### Program Deletion

RN-to-BSN Program – Advanced to second reading

**Other Business:** Dr. DeRochi presented the updated Intent to Plan document that has been distributed for review to all faculty via Faculty Senate. Dr. DeRochi presented an update on the status of Curriculog adoption.