## CURRICULUM COMMITTEE

### Membership Area
- Provost, Caswell County Campus/Dean, Caswell Curriculum Programs: Shelly Stone
- Interim Dean, Student Development: Gene Ritter
- Dean, Technical and Occupational Programs: Walter Montgomery
- Dean, General Education and Developmental Studies: Dr. Dawn Langley
- Dean, Health Sciences and Human Services: Alisa Montgomery
- Interim Dean, Learning Resources Centers and Instructional Technology: Dr. Libbie McPhaul-Moore
- Dean, Workforce Development: Tommiann Hill
- Director, Admissions and Records: Lee Proctor
- Director, Financial Aid/Veterans Affairs: Tasha Williams
- Director, QEP (QR4U): Lisa Cooley
- Director, Research and Institutional Effectiveness/Special Assistant, Office of the President: Dr. Jeffry Paton
- Coordinator, Student Development/Caswell: Sarah Humphrey
- Student Government Association Representative: Felipe Coyote
- Faculty – (4): William Hatchett, Katrina Madden, Ed Moye, Karen Sanders

### Membership
- Chair: Vice President, Instruction and Student Development: Dr. Joyce Johnson

### Meets:
At least three times each academic year with additional meetings as needed.

### Roles:
1. To review and recommend revisions to Section 6 (Programs and Instruction) of the PCC Policy Manual.
2. To review all new curriculum proposals for consistency with the mission of the College, consistency with Policy 2.28 (Substantive Change), coordination of courses with existing programs, and scheduling practices and availability of needed resources.
3. To provide guidelines and support for an ongoing curriculum review process assuring an in-depth program evaluation for each curriculum at least once every five years.
4. To evaluate proposed changes in courses adopted from the Common Course Library for the following: course sequence; prerequisites which result in a significant departure from those presently existing; when the course in question is utilized in more than one program; or when a change would significantly affect another program’s offerings.
5. To engage in other curriculum evaluation activities as may be requested by the Vice President, Instruction and Student Development or President.
6. To review the PCC Course Syllabi Template and the College catalog for consistency with curricula changes.
7. To develop, review and recommend the instructional bi-annual academic calendar as presented by an ad hoc calendar group.
8. To ensure that the College continues to maintain an Open Door Policy by communicating program changes to the Student Affairs Committee that affects admission criteria for a program.