

Curriculum Advisory Board

July 23rd, 2021

1:30 pm

Zoom

Meeting Minutes

Voting Members Present

Adrienne Caughfield, Barry Piazza, Charles Ring, Daniel Birdsong, Gwen Miller, James Mergerson, Jillian DeShazo, Joan Hunsaker, John "Rusty" Haggard, Kathy Fant, Linda Kapocsi, Melinda McBee, Michael (Mike) Rose, Paul Manganelli, Sean Geraghty, Camin Melton, Tony Howard

Voting Members Absent

Cynthia Gruver, Donna Smith, Helen Wang, Jennifer Bergman, Kim Lower, Mark Popowski, Steven Rizzo

Non-Voting Members Present

Daphne Babcock, Wendy Gunderson, Cameron Neal, Mari Lopez, Sarah Monroe, Anne Reid,

Non-Voting Members Absent

Brenden Mesch, Candace Hamilton-Meserole, Gloria Hurtado-Diaz, Jamie Mills, Lacy Castleman

Others Present

Lily Quezada, Garry Evans

Meeting is called to order

Expedited Proposals Report

◆ Health Information Management – Lydia Danton

Syllabi language revisions to SLOs:

- HITT 1301 - Updates for better Workforce Education Course Manual (WECM) alignment; updates to the Commission on Accreditation for Health Informatics and Information Management (CAHIIM) mandated outcomes.
- HITT 2339 - Updates for better Workforce Education Course Manual (WECM) alignment; updates to the Commission on Accreditation for Health Informatics and Information Management (CAHIIM) mandated outcomes.
- HITT 2346 - Updates to the Commission on Accreditation for Health Informatics and Information Management (CAHIIM) mandated outcomes.
- HITT 2430 - Updates for better Workforce Education Course Manual (WECM) alignment.
- HITT 2435 - Updates for better Workforce Education Course Manual (WECM) alignment; updates to the Commission on Accreditation for Health Informatics and Information Management (CAHIIM) mandated outcomes

Discussion and Voting

- Moved, seconded. Proposal approved

Deans' Liaison Report

- ◆ Dean Daphne Babcock (Wiley Campus) and Dean Brenden Mesch (Frisco Campus) will serve as CAB Dean Liaison for the upcoming academic year.
- ◆ Dean Wendy Gunderson reporting: Dr. Hardesty discussed HB2504, Syllabi checking. Some syllabi need approval in Concourse. Some are missing in Concourse. Compliance is required every semester.

- ◆ A new classroom evaluating tool has been developed by Diana Hopes. The current one has been updated and going to faculty council to seek approval.
- ◆ PLA discussion: Make sure departments are aware of the PLA opportunities offered by the discipline and related disciplines.
- ◆ Phi Beta Kappa District oversight changing. Dawn Richardson (Frisco Campus) is now the administrator.
- ◆ New TSI Scores may affect some enrollment. State level changes discussed. Cutoff scores were changed. Effective January 2021, for Summer and Fall semesters.

Faculty Council Report

- ◆ None

Discussion Items

- ◆ 2021-2022 CAB Chair-Elect
 - Kathy Fant, Chair 2021-2022. Charles Ring, Chair 2022-2023.
- ◆ CAB composition/representation changes
 - Twenty-five voting members, including chair. 14 divisions covered.
 - Discussion and Voting
 - Voting. Moved, seconded. Approved as framework.
- ◆ CAB membership
 - Some overlap in CAB membership representation, this will work itself out as new members join each year and current members roll off.

CAB Business

- ◆ Status of CAB Recommendations
 - In May, business management re-sequence. Approved by leadership. Nothing else pending.
 - Update on sequencing. May 2021 catalog, no change, but website needs updating by September 1, 2021.
- ◆ May 14 Meeting Minutes
 - Change in meeting minutes. Need attendance. Please let us know if you were present or not.
 - Voting, and attendance will be updated and recorded in curriculum files.
 - Moved Seconded, approved, with updating of the attendance.
- ◆ 2021 – 2022 CAB Meeting Dates
 - August 18, in person, includes lunch. Training meeting. Upcoming email with more information.
 - In person meetings as of August meeting.
- ◆ Workday transfer/workforce reference to deans.
- ◆ Certificates of Appreciation
 - Will be sent to your home campus and/or emailed.
- ◆ Other Business
 - Discussion of training for this upcoming year. Any training that needs to be incorporated for incoming representatives?

Next Meeting – August 18th, @10:00 am CHEC 225 (Training)

Motion to adjourn. Moved, seconded. Meeting adjourned.