

**CURRICULUM ADVISORY BOARD
MEETING MINUTES
January 12, 2005**

Members Present: Craig Leverette - Chair, Elizabeth Pannell, Joanne Stevens, Arlene Bakner, Serena Butler, Sirous Malek, Kathy Mixson, and Kyle Wilkison

Members Not Present: Kathy Morgan

Non-CAB Members Present: Leslie Cannon, Vickie Dobbs, Karen Murph, Linda Robertson - recorder

Presentations:

Applied Graphic Design Technology – As presented at the November 19 CAB meeting, Business and Computer Science presented program information stating they would stop sharing courses with Fine Arts beginning Fall 2005. Due to this, and getting the courses to follow prerequisite requirements, the following changes are required.

AAS Digital Video/Web Design - IMED 1316 moved from the first year/second semester to the first year/second semester. IMED 2315 moved from the first year/third semester to the second year/first semester. In the technical courses for emphasis in Web Design, IMED 2349 changed to GRPH 2305.

Digital Video/Web Design Certificate – Technical course moved from the second year/first semester to the first year/second semester. IMED 1316 moved from the first year/second semester to the second year/first semester. IMED 2349 changed to GRPH 2305 so that AGDT and E-Business would no longer share any courses.

AAS Applied Graphic Design Technology – ARTC 1327 moved from the second year/first semester to the first year/summer semester. An elective was moved from the second year/second semester to the second year/first semester. MATH 1332 was moved from the second year/first semester to the second year/second semester. ARTC 1321 and ARTS 1311 were added as options for the electives.

3-D Entertainment Animation/Interactive Media Specialization Degree – A technical course was moved from the first year/second semester to the first year/first semester. ARTC 1353 was moved from the first year/first semester to the first year/second semester. SPCH 1311 was moved from the first year/second semester to the second year/first semester. IMED 2349 was changed to ARTC 2305 for a better fit.

Applied Graphic Design Technology Certificate – ARTS 1316 was moved from the first year/first semester to the first year/summer semester. ARTC 1321 was moved from the first year/second semester to the first year/first semester. ARTC 2313 was moved from the second year/first semester to the second year/second semester.

3-D Entertainment Animation/Interactive Media Specialization – A technical course was moved from the second year/first semester to the first year/first semester. ARTC 1353 was moved from the first year/first semester to the first year/second semester. IMED 2349 was changed to ARTC 2305 for a better fit.

GRPH2305 – Is being added to our course inventory to finalize the two divisions no longer sharing courses. It will be used in the Digital Video/Web Design degree and certificate to replace IMED 2349. We are also requesting a change in prerequisite requirements for ARTC 1353. After further review, it was determined that no prerequisite was needed for PHTC 1345; therefore, this revision is being requested.

Developmental Education –

ESL – The revisions being presented are to ensure that we re in compliance with the ACGM guidelines. With the approval of the proposed creation of a higher level reading course, (ESLR 0315) this would give us three reading courses. These courses, in addition to the vocabulary course, would give us the twelve hours. Twelve hours can be offered, but the students just entering college would be advised that they are only allowed to take nine hours within that CIP, according to the ACGM.

The structure being proposed to create a series of required courses and vocabulary elective course is the same structure that is being used for developmental writing.

There are other issues involving the study skills course. It has been proposed that it be subsumed under the counseling office study skills course.

General Questions:

Is it possible for some ESL and Developmental classes to be consolidated to reduce the number of classes? Most of the ESL students would argue that they learn more from an ESL course than a Developmental Ed course.

Is it possible to integrate some of the upper-level ESL reading courses with one of the regular reading courses? This is something the faculty has not considered. There are too many questions and needs that the non-native speakers bring to the non-native speaker courses.

Has the department looked into other institutions as to how they deal with this? Richland has taken a very different approach. They are keeping all four levels but reassigning the lecture hours. The courses which used to be three lecture hours are now two lecture hours. We chose not to do this because of the F1 students.

How many students are enrolled in the classes? Enrollment must have a minimum of fifteen students per class. Enrollment numbers have not been a problem.

What percentage of full-time faculty teaches ESL? There are four full-time faculty members. This semester we will probably have about twenty associate professors teaching ESL.

Is there a test for placement? Yes, they have to take reading, grammar, composition, and an oral test before they are allowed to enter the program. All students must take all four tests.

Has there been a study done of those who have taken the course and then taken the TSI test? Generally, those students do well.

What percentage of those students who take the assessment start at the basic level (0305)? The 0305 is the largest percentage. The content of the course would be different. In the case of reading, grammar, and conversation, the bottom level would be eliminated. Courses that are currently being proposed would still include a sentence to paragraph level writing as does the current 0300.

What percentage of those who start at the 0305 level test out? There are quite a few.

Do you have a sense of what portion takes all 42 hours? It is a small percentage.

How many take through 0310? Some test first and start with 0310.

Is this something unique here at CCCCD, or is the program in the mainstream of your discipline? It is not a typical university program and is structured close to the Dallas County program. The level and type of instruction are typical of universities.

ESLC 0300 - Course termination. - Per ACGM guidelines, the maximum number of scheduled course hours (SCH) per CIP is nine. The more advanced courses (ESLC 0305, ESLC 0310, and ESLC 0320) are necessary to prepare students for credit classes. Students with reading proficiencies lower than required for entry into ESLC 0305 will be referred to Continuing Education.

ESLC 0305 - Revision of title and prerequisite - The new title reflects a more academic approach to teaching oral communication than does the current title. ESLC 0300 will no longer exist and thus cannot serve as a prerequisite.

ESLC 0310 - Revision of title - The new title reflects a more academic approach to teaching oral communication than does the current title.

ESLC 0320 - Revision of title - The new title reflects a more academic approach to teaching oral communication than does the current title. "Or consent of instructor" will be added to the syllabus.

ESLG 0300 - Course termination - Per ACGM guidelines, the maximum number of scheduled course hours (SCH) per CIP is nine. The more advanced courses (ESLG 0305, ESLG 0310, and ESLG 0315) are necessary to prepare students for credit classes.

ESLG 0305 - Revision of title and prerequisite – The new title more clearly reflects the content of the course. ESLG 0300 will no longer exist and thus cannot be used as a prerequisite.

ESLG 0310 - Revision of title - The new title more clearly reflects the content of the course.

ESLG 0315 - Revision of title - The new title more clearly reflects the content of the course.

READ 1300 - Course terminated - 1300-level Developmental Education courses are not allowed under current ACGM guidelines. This course has already been deleted from our inventory.

ESLR 0300 - Course termination - Per ACGM guidelines, the maximum number of scheduled course hours (SCH) per CIP is nine. The more advanced courses (ESLR 0305, ESLR 0310, and ESLR 0315 [proposed revised ESLR 1300]) are necessary to prepare students for credit classes. Students with reading proficiencies lower than required for entry into ESLR 0305 will be served in ESLS 0300 (new course being proposed) or referred to Continuing Education.

ESLR 0305 - Revision of title and prerequisite - The new title more clearly reflects the content of the course. ESLR 0300 will no longer exist and thus cannot serve as a prerequisite. The correct prerequisite will be sent via e-mail.

ESLR 0310 - Revision of title and prerequisite - The new title more clearly reflects the contents of the course. The prominent focus on oral skills (i.e., the viewing of movies) has been removed from the course, thus eliminating the prerequisite of ESLC 0305.

ESLR 0315 - This is a new course being proposed. It is needed in order to bring the students up to college reading level.

The recommendation was made to be more detailed in the course descriptions. It was also recommended that the course description be cleaned up and brought before CAB at the next meetings.

ESLW 0300 - Course termination - Per ACGM guidelines, the maximum number of scheduled course hours (SCH) per CIP is nine. The more advanced courses (ESLW 0305, ESLW 0310, and ESLW 0315) are necessary to prepare students for credit classes. Students with writing proficiencies lower than required for entry into ESLW 0305 will be served in ESLS 0300 (new course being proposed) or referred to Continuing Education.

ESLW 0305 - Revision of title and prerequisite - The new title more clearly reflects the content of the course. ESLW 0300 and ESLG 0300 will no longer exist and thus cannot serve as prerequisites.

ESLW 0310 - Revision of title - The new title more clearly reflects the content of the course.

ESLW 0315 - Revision of title -The new title more clearly reflects the content of the course.

ESLV 0305 - Prerequisite change. The prerequisite ESLR 0300 will no longer exist and thus cannot serve as prerequisite. ESKR 0305 will be added. 'Coordinator consent' will be changed to 'Department Chair'.

ESLS 0300 - This course was pulled by Thom Chesney.

The motion was made and seconded to accept all terminations in Developmental Education. All were in favor.

The motion was made and seconded to approve a study skills class provided it be taught within the counseling area as a special section for ESL students only. All were in favor.

After much discussion, the revisions for all other Developmental Education courses were tabled until more information is obtained. Craig will request the needed information.

The motion was made and seconded to approve the 6 AGDT program revisions. All were in favor.

The motion was made and seconded to approve the new course GRPH 2305. All were in favor.

The motion was made and seconded to approve the course revisions for ARTC 1353 and PHTC 1345. All were in favor.

The dates for the spring meetings were discussed. The following dates were selected: February 4th, March 4th, April 1st. All are at Courtyard at 1:00 p.m.

The motion was made and seconded to adjourn.