

**CURRICULUM ADVISORY BOARD**  
**Meeting Minutes**  
**11-18-05**

**MEMBERS PRESENT:** Craig Leverette – Chair, Bill Ardis, Arlene Bakner, Serena Butler, Kathy Mixson, Elizabeth Pannell, Joanne Stevens, and Kyle Wilkison for Matt Coulter

**MEMBERS NOT PRESENT:** Matt Coulter, Gaye Cooksey

**NON-MEMBERS PRESENT:** Leslie Cannon, Vickie Dobbs, Karen Murph, Linda Robertson – recorder

**PRESENTATIONS:**

**Mathematics and Natural Sciences, Physical Education –**

PHED 1308 is being proposed as a new sports officiating class. This will be offered in two semesters with the emphasis on different sports each semester. The preference is to have two different course numbers (PHED 1308 and PHED 1309) and two catalog descriptions. The course descriptions will be verified with the ACGM.

A Sports Management Marketable Skills Achievement Award is being proposed. This program will prepare students in the areas of administration, marketing, management, and operation in relation to the various careers in sports management. This award has an internship component. The courses involved include MRKG 1311 and PHED 1301, which are already in place, and PHED 1336 and PHED 1337. PHED 1336 is a new course and will introduce students to the field of sports management and prepare them for degrees and careers in the field. This course is transferable to schools that have this program in place. This is a 3-credit-hour class. PHED 1337 is also a new course. The emphasis on this class is on financial resources in the sports field. After a discussion which pointed out that there was not a lab component of the class, it was decided to take the word 'lab' out of the course syllabus.

The Harley-Davidson Financial Services Business Management Specialization is being proposed by request of Marie Piet from our Continuing Education Business Solutions Group. Marie has been meeting with the Harley-Davidson officials at the Plano store. The six courses assigned to the certificate were chosen by the Harley-Davidson personnel as classes they wanted to offer their employees. These classes will be taught on-site at the Harley-Davidson store in Plano.

**Mathematics and Natural Sciences, Geology –**

GEOL 1401 is being proposed with a course revision to add astronomy to the course description.

GEOL 1445 is being revised with a course description change. The field trip to the coast in the course description will be eliminated to better reflect the course content.

**Mathematics and Natural Sciences, Physics –**

PHYS 1410 is being proposed as a new course that will offer another science course option for Fine Arts students. This course is being taught at UNT and TCU.

**Mathematics and Natural Sciences, Biotechnology –**

BCIS 1305 is being proposed as the preferred computer course with COSC 1300 as the substitute. BIOL 2416 will now be the preferred course with BIOL 2401 being the substitute. Previously, it was the opposite.

**Developmental Education, Developmental Writing –**

ENGL 0310 is being submitted with an addition of a prerequisite. "Assessment or advisor permission" is being added. This is to ensure that students enter the course with requisite language skills to successfully complete the course, thereby improving retention and success rates. After much discussion, it was decided to replace "advisor permission" with "instructor permission" in the prerequisite.

**Motions –**

*The motion was made and seconded to approve the revision to ENGL 0310 on the condition that the word "advisor" is replaced with "instructor". All were in favor.*

*The motion was made and seconded to accept the new course, PHED 1308, on the condition that an additional course, PHED 1309, be added and the syllabus revised accordingly. Each course will cover specific sports. All were in favor.*

*The motion was made and seconded to accept PHED 1336 as it is. All were in favor.*

*The motion was made and seconded to accept PHED 1337 on the condition that the word "lab" is removed from the syllabus. All were in favor.*

*The motion was made and seconded to accept the Sports Management Marketable Skills Achievement Award. All were in favor.*

*The motion was made and seconded to accept the Harley-Davidson Financial Services Business Management Specialization. All were in favor.*

*The motion was made and seconded to accept the course revision for GEOL 1401. All were in favor.*

*The motion was made and seconded to accept the course description change for GEOL 1445. All were in favor.*

*The motion was made and seconded to accept PHYS 1410. All were in favor.*

*The motion was made and seconded to accept the Biotechnology AAS and Certificate revisions. All were in favor.*