CURRICULUM ADVISORY BOARD
Meeting Minutes
1-11-07

MEMBERS PRESENT: Elizabeth Pannell - Chair, Bill Ardis, Will Brannon, Serena Butler, Matt Coulter, Gary Hodge, Kathy Mixson, Traci Ramsey, Luke Sides, Jey Venkatesan
NON-MEMBERS PRESENT: Vickie Dobbs, Karen Murph, Linda Robertson

The meeting was held at Spring Creek Campus and was called to order by Elizabeth Pannell, Chair.

PRESENTATIONS:

Business, Information, & Engineering Technologies

Paralegal/Legal Assistant –
LGLA 1344 is replacing LGLA 2307 as a required course in both the degree and certificate. LGLA 2307 will become an elective. Also, a new course, LGLA 2311, is proposed, which will be a requirement in the degree and an elective in the certificate.

Office Systems Technology –
POFT 1349 has a prerequisite change from 'POFT 1329 or a keyboarding class taken in high school' to 'Consent of Instructor'.

Information Systems Cybersecurity –
- ITSY 2300 has a prerequisite change from 'ITMC 2479 or Consent of Instructor' to 'Any ITCC, ITMC, or ITNW course or consent of Instructor'.
- ITSY 1300 is being presented as a new course and is a joint proposal with Computer Information Systems. Per CAB discussion, the prerequisite for this course should be listed on the syllabus. It was suggested that the second paragraph under 'Academic Ethics' on the syllabus be reviewed for legality of the statement.

AAS Computer Information Systems / AAS Computer Applications Specialization / Applications Programming Certificate / Computer Applications Certificate / Database Applications Marketable Skills Achievement Award –
To keep pace with changing technology as well as the changing needs of the workforce, revisions include the following:
- COSC 1315 is being presented as a new course. It is recommended for students without a programming background.
- GISC 1311 is being presented as a new course. It will be an introductory level course.
- WECM has replaced GRPH 1357 with ARTC 2305; therefore, the course content is being moved into another existing course, GRPH 2305.
- IMED 2309 – A lab was added for a hand's-on component.
- ITSY 1300 is being presented as a new course and is a joint proposal with Information Systems Cybersecurity.

AAS E-Business Media / AAS Web Developer Specialization / E-Business Media Certificate / Web Developer Specialization Certificate / E-Commerce Certificate / Multimedia Graphics Applications Marketable Skills Achievement Award / Macromedia Studio Marketable Skills Achievement Award –
To keep pace with changing technology as well as the changing needs of the workforce, revisions include the following:
- WECM has replaced GRPH 1357 with ARTC 2305, so the course content is being moved into another existing course, GRPH 2305.
- IMED 2309 – A lab component is being added.
- COSC 1315 is being added as an entry level programming course for students who do not have a programming background.
- ITSE 1306 – As one of the most popular server-side scripting languages, it is being added to our curriculum.
- Macromedia Studio Marketable Skills Achievement Award – name being changed to 'Studio Marketable Skills Achievement Award' to reflect the name of the software suite
Prerequisite changes –
- IMED 2309 – adding 'or Consent of Instructor'
- INEW 2334 –changing to 'COSC 1315 and ITSE 1311 or Consent of Instructor'
- GRPH 2305 – changing from 'IMED 2315' to 'BCIS 1305 or COSC 1300 or Consent of Instructor'
- GRPH 1359 – adding a prerequisite of 'BCIS 1305 or COSC 1300 or Consent of Instructor'

Business Management –
AAS Business Management – Students will be better served by the following changes:
- BMGT 1341 replaces BMGT 1370

- HRPO 2307 replaces BMGT 2331
- IBUS 1354 replaces QCTC 1303
- No substitutions allowed except for non-WECM courses

AAS Criminal Justice Specialization – The following changes were recommended by the Advisory Committee:
- BMGT 1341 replaces BMGT 1370
- BUSI 2301 replaces BMGT 2331
- BMGT 2382 replaces BMGT 2311 as the capstone course
- No substitutions allowed except for non-WECM courses

Business Management Certificate – The following changes were recommended by the Advisory Committee:
- BMGT 1305 replaces BMGT 1370
- BMGT 1307 replaces BMGT 2310
- No substitutions allowed except for non-WECM courses

Criminal Justice Specialization Certificate – The following changes were recommended by the Advisory Committee:
- Increase the total number of credit hours from 15 to 18 credit hours
- CRIJ 1306 replaces BMGT 1370
- An elective replaces BMGT 1303
- BMGT 2382 added and replaces BMGT 2309 as the capstone course.

Human Resources Management Specialization Certificate – The current certificate should contain more human resources courses; therefore, the following changes were recommended by the Advisory Committee:
- Increase the total number of credit hours from 15 to 18 credit hours
- Removal of BMGT 1370, BMGT 1307, BMGT 1303, BMGT 2309
- Addition of HRPO 1302, HRPO 2304, BMGT 1305, HRPO 2331, HRPO 2381 (as the capstone course)

Quality Management Specialization Certificate –
- BMGT 1307 is being added to increase the total number of credit hours from 15 to 18.

Project Management Certificate – is being revised to allow no course substitutions, as recommended by the Advisory Committee
Mediation Specialization Certificate – is being terminated due to lack of interest.
ACCT 2301 will become the prerequisite for BMGT 2310.

Marketing –
AAS Marketing – The following changes were recommended by the Advisory Committee:
- BMGT 1370 replaces ACCT 2301
- MRKG 2381 replaces MRKG 2348 as the capstone course
- No substitutions allowed except for non-WECM courses

AAS Marketing/Business Management Specialization – The following changes were recommended by the Advisory Committee:
- BMGT 1307 replaces BMGT 2310
- No substitutions allowed except for non-WECM courses

Marketing Certificate – The following changes were recommended by the Advisory Committee:
- MRKG 1380 replaces MRKG 1302 in the program as a more useful course, as well as the capstone course

International Business Specialization Certificate – The following changes were recommended by the Advisory Committee to reflect the growing interest in import/export and trade considerations in the global business community:
- IBUS 1305 replaces MRKG 1311
- An elective replaces MRKG 2348
- An elective replaces IBUS 2335
- An elective replaces SPCH 1311
- IBUS 1380 added and replaces IBUS 2341 as the capstone course
- Courses added as electives: IBUS 1300, IBUS 1301, IBUS 1302, IBUS 1341, IBUS 1354

Small Business Management Specialization – terminated due to lack of interest
Small Business Management Marketable Skills Achievement Award – terminated due to lack of interest
Courses deleted due to termination of Small Business program: BUSG 1315, BUSG 1341

Fine Arts

Tom Ottinger presented revisions to the Applied Graphic Design Technology and Animation programs. The proposal consists of:
Animation: combines the Web Design (from Digital Video/Web Design) with the Interactive Media (from 3-D Entertainment Animation/Interactive Media) to create an AAS and Certificate in Web-Interactive Media/Digital Video. The Gaming Graphics and Animation Certificate is being revised to become the 3-D Animation/Game Art and Animation Certificate. The AAS 3-D Entertainment Animation/Interactive Media Specialization is being revised to combine the 3-D Entertainment Animation with the Gaming Graphics and Animation to become the AAS 3-D Animation/Game Art and Animation. These changes require several courses to be

revised/added/terminated. Applied Graphic Design Technology: There were minor changes made to both the AAS and Certificates in Applied Graphic Design Technology and Commercial Photography.

Course changes required are: Changing GRPH 2309 to ARTC 1313, for this program only; changing ARTC 2375 to ARTC 2305, as directed by WECM; changing ARTC 2345 to ARTV 2345, as directed by WECM; changing ARTC 2372 to ARTV 2372; deleting ARTC 2372; changing COSC 1436 to GAME 1303, for this program only; changing COSC 1437 to GAME 1304, for this program only; changing ARTC 2379 to GAME 2359; deleting ARTC 2379; changing ARTC 2371 to ARTV 2301; deleting ARTC 2371 changing ARTC 2378 to ARTV 2330; deleting ARTC 2378; changing GRPH 2305 to ARTV 2373, in this program only; adding ARTC 2301; adding an extension to the title of ARTC 2313 (InDesign); adding an extension to the title of ARTC 1303 (Flash); adding an extension to ARTV 1345 (Maya); changing ARTC 2335 to ARTV 2340, in the AGDT program; deleting FLMC 1340; adding a new course for Summer 2007 – FLMC 1392, Special Topic – 3-D Animation Short Production

Schedule of Future Meetings:
February 9, March 2, April 13, May 4. All meeting are at 1:00 p.m. at CYC unless otherwise scheduled.

Motions:

The motion was made and seconded to approve the Paralegal/Legal Assistant Program/Course revisions as presented on the condition that the discussed change is made to the syllabus. All were in favor.

The motion was made and seconded to approve the Office Systems Technology Course revisions as presented. All were in favor.

The motion was made and seconded to approve the Information Systems Cybersecurity Course revisions as presented on the condition that the Ethics section of the syllabus is reviewed. All were in favor.

The motion was made and seconded to approve the Computer Information System revisions as presented. All were in favor.

The motion was made and seconded to approve the E-Business Media revisions with the recommendation that learning outcomes be reviewed. All were in favor.

The motion was made and seconded to approve all of the Fine Arts revisions with the one correction on the syllabus. All syllabi need to change "Holidays" to "Holy Days". All were in favor.

The motion was made and seconded to approve the Business Management revisions as presented. All were in agreement.

The motion was made and seconded to approve the Marketing revisions as presented. All were in agreement.

The motion was made and seconded to adjourn. All were in favor.