CURRICULUM ADVISORY BOARD
Meeting Minutes
12-1-06

MEMBERS PRESENT: Elizabeth Pannell - Chair, Bill Ardis, Will Brannon, Serena Butler, Gaye Cooksey for Gary Hodge, Matt Coulter, Kathy Mixson, Traci Ramsey, Luke Sides, Jey Venkatesan
MEMBERS NOT PRESENT: Gary Hodge
NON-MEMBERS PRESENT: Vickie Dobbs, Karen Murph, Linda Robertson

The meeting was held at Courtyard Campus and was called to order by Elizabeth Pannell.

Vickie distributed, per Thom Chesney, a draft of the Metroplex Higher Education Regional Council Report and a copy of 'Assessing for Learning' to each CAB member.

PRESENTATIONS:

Business, Information, & Engineering Technologies

Computer Programming –

Two revisions were presented for the Database Programming Certificate. The majority of database students use Windows and Microsoft SQL Server. Linux will be eliminated from the Database Programming Certificate as well as from the C++ Specialization. The number of credit hours will go from 25 to 22 for each.

A request for the addition of a Database Programming Marketable Skills Achievement Award was presented. This will give students a faster path to becoming employable in the current job market.

Health Sciences & Emergency Services

Surgical Technology –

The proposal for an Associate Degree of Applied Science in Surgical Technology for Fall 2007 was presented. The Texas Higher Education Coordinating Board questioned why there is no associate's degree in this area. Dr. Thom Chesney provided documentation from the THECB stating this. The Division of Health Sciences and Emergency Services submitted their proposal for this new program prior to it being presented to Collin's Board of Trustees. Dr. McBryde-Foster presented the Request for New Program (NPF); which includes the program outline, an addendum answering questions on the NPF; the written proposal; 10 Course Transmittal Forms (CTF) with syllabi for each course; and 2 CTF, Local Need Forms (LNF), and syllabi. This information is required to submit a new program to the THECB.

The following courses are required for this new program: HPRS 1271*, HPRS 2201, MDCA 1348, SRGT 1160, SRGT 1161, SRGT 1171, SRGT 1409, SRGT 1541, SRGT 1542, SRGT 2130, SRGT 2260, and SRGT 2361. All of these courses will be effective Fall 2007, except (*) HPRS 1271. It will be a prerequisite course required to be accepted into the program, so it will be effective Summer 2007.

A discussion took place on the financial aid availability for the students as well as required health insurance.

CAB suggested that the method of evaluation listed on the generic syllabi be placed on the instructor syllabus. The suggestion was also made to remove the textbook from the generic syllabus and added to the instructor syllabus.

Motions:
After discussion on the new program and the required courses, the motion was made and seconded to approve the twelve new courses for the Associate of Applied Science Degree in Surgical Technology. All were in favor.

The motion was made and seconded to approve the new program proposal for an AAS in Surgical Technology. All were in favor.

The motion was made and seconded to approve the Database Programming Certificate as proposed. All were in favor.

The motion was made and seconded to approve the C++ Specialization as proposed. All were in favor.

The motion was made and seconded to approve the MSAA in Database Programming as proposed. All were in favor.

The minutes from the November 17, 2006 meeting were distributed. The motion was made and seconded to approve the minutes.

Any pending business will be voted on electronically.

Other Business

Discussion took place for the date of the next meeting. The motion was made and seconded to schedule the next CAB meeting for Friday, December 8, 2006.

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