

CURRICULUM ADVISORY BOARD
Meeting Minutes
10/19/07

MEMBERS PRESENT: Matt Coulter - Chair, Bill Ardis, Will Brannon, Ann Cervantez, Glen Grimes, Gary Hodge, Susan Moss, Traci Ramsey, Luke Sides, Jey Venkatesan,
NON-MEMBERS PRESENT: Linda Robertson, Vickie Stone
Non-Members Not Present: Karen Murph

The Curriculum Advisory Board was called to order on 11/19/07 at 1:30 at CYC by Matt Coulter, Chair.

PRESENTATIONS:

Health Sciences & Emergency Services

Nursing – Nell Ard informed CAB this program has held to the requirements of the Board of Nurse Examiners (BNE), which determine our eligibility for licensure and WECM. After NLNAC – our national accreditation – reviewed our program, we were required to revise some of the courses in the AAS. In order to meet these requirements, RNSG-1361 was changed to RNSG-1461; thus, the credit hours for the program increased by one credit hour. Contact hours were also changed for RNSG-1360, RNSG-2460 and RNSG-2561. Most of the remaining courses revised course description, student learning outcomes, and/or prerequisites/corequisites. RNSG-1266 is being deleted from our inventory.

The course syllabus was discussed and it was suggested that the books listed for “TEXTBOOK” be replaced with “See Instructor Syllabus” on all syllabi.

LVN Paramedic Bridge Program - RNSG-1227, a WECM course, is being added to our inventory to allow students the option of bridging into our degree. This is a viable option for individuals that are qualified. The bridge program would provide for anyone that is an LVN or paramedic to challenge and place out of the first semester or year of the degree. The proposal is to have three tracks into the program: 1) A student would have to pass a National Test at the National benchmark to be eligible. If not, then the student applies as a generic student; 2) If the student is successful and desires to challenge 2nd semester then they must pass a standardized test for content information on medical/surgical and mental health nursing; 3) If the student is successful with #1, then they must demonstrate that the individual can pass all the skills for first or second semester, dependent upon if they are challenging 2nd semester or not. This puts a formal process in place for an LVN or paramedic with a minimum of one year of practice.

Certified Nursing Aid Program – Hospitals and nursing homes now require nurses aids to be certified. Part of the certification process is to verify that they have a certain amount of didactic content and clinical exposure. The request for this program is the approval of the new courses, NURA 1160 and NURA 1301.

Fire Science – Pat McAuliff presented an overview of the Fire Science program. WECM has added several new courses, which prompted revisions to the Fire Science program. The request for a Marketable Skills Achievement Award (MSAA), in Fire Officer Candidate, comes at the recommendation of their Advisory Committee. By taking these three courses, the firefighter will be in a better position to promote within the department. Completion of the MSAA will be the foundation of the Fire Officer Certificate which will lead to the AAS in Fire Officer Certification. Both the MSAA and AAS are deleting several courses, while others are being replaced by new WECM courses, Minor revisions are being made to the AAS Basic Firefighter Certification, formerly a specialization. This revision will change a core option, allow an option for CHEM-1405, and change one course. The AAS in Fire Science is being terminated. The following courses are being added to our inventory: FIRT-1327, FIRT-1342, FIRT-1343, and FIRT-2307. Revision to contact hours and prerequisites are made to FRIT-2351. Courses being deleted Fall 2008 are: FIRT-1305, FIRT-1329, FIRT-1345 and FIRT-1347. Courses being deleted Fall 2009 are: FIRT-1303, FIRT-1307, and FIRT-1309. These revisions will allow our program to stay on the cutting-edge of education for firefighters in the area.

The course syllabi were discussed and it was suggested that “TEXTBOOK: See Instructor Syllabus” be added.

Motions:

The motion was made to accept the minutes from 8.24.07. The motion was seconded and all were in favor.

The motion was made to approve the nursing proposal. The amendment to the motion was made to take the text books list out of the generic syllabus. The motion was made to accept the proposal with the amendment. The motion was seconded and all were in favor.

The motion was made to approve the Fire Science proposal with the recommendation that they remove textbook listings and add "See Instructor Syllabus" and specifically on 2351 to include 'measurable outcomes' instead of 'course learning objectives'. The motion was seconded and all were In favor.

The motion was made to accept the proposal for a new syllabus that will be called the Collin College Syllabus Template and the Faculty Syllabus. There is only one template. The Syllabus Depot will only require the information listed in green. CAB will require the green and orange, and the Faculty Syllabus will require all the information (green, orange, and purple).

Course Syllabus Discussion/Recommendation

The format for the Syllabus template, that is to be used for every class at Collin College, was discussed. The name for the 'generic' syllabus was changed to 'Collin College Syllabus Template' and the 'instructor' syllabus was changed to 'Faculty Syllabus'.

Dual Credit Discussion

Matt passed out the dual credit curricular guidelines for Collin College. Matt explained the guidelines. No motion was made at this time. He asked everyone to review these and, as a committee, to endorse a set of guidelines at a later meeting.

The meeting was adjourned.