

CURRICULUM ADVISORY BOARD

February 26, 2010

1:45 pm

CHEC 135

Meeting Minutes

Voting Members Present

Matt Coulter – Chair, Donna Cain, Glen Grimes, Susan Moss, Tom Ottinger, Kelly Putnam, Linda Sears, Donald Weasenforth

Non-Voting Members Present

Kathleen Fenton, Karen Murph, Vickie Stone

Voting Members Absent

Ann Cervantez

Non-Voting Members Absent

Bill Blitt – Deans' Liaison

Matt Coulter called the meeting to order.

Discussion

- ◆ CAB and the Core Curriculum – GEO Forum II will review all current courses to determine which ones are appropriate for inclusion in Collin's general education core. Matt asked that members continue to review the previous core document, which reflects four perspectives, for discussion at the next CAB meeting. He will send an email reminder.
- ◆ ACGM (Academic Course Guide Manual) Learning Outcomes – THECB (Texas Higher Education Coordinating Board) proposal for a review of learning outcomes – Matt found that the THECB has received over 300 comments on the proposal; therefore, it looks like there is broad interest, and we need to get our input in. We will not have a recommendation vote today; however, further discussion will be held.
- ◆ Low-enrollment Courses – Kathleen Fenton informed the members that courses were being checked for low enrollment. A report of all current courses with zero or low enrollment over the past three years will be sent out for all areas/deans to review for courses that need to be removed from our inventory. The reduced list will then be reviewed by the CAB; the list should be ready by the April meeting.
- ◆ Course Repeat Policy – The repeat limit issue has been raised by Tom Ottinger. Matt told the members there will not be a recommendation vote today; this is only to raise awareness; further discussion will follow.

Questions to be answered by next meeting, if possible:

- * How many students are affected?
- * Is it affecting core completion?
- * Will students succeed by taking a course more than two times? 85% of students who repeat and complete the course are successful the second time. Kathleen reported her study information that showed students can be successful if permitted to repeat, unless they started by auditing. Initial auditors as a group did not go on to successfully complete.

Comments during the discussion:

- * It is legislated that students cannot have more than six withdrawals in their lifetime. This legislation is fairly recent, and Collin needs to do a better job of getting this information out, as shown in the 2008 Retention study where students who withdrew for reasons other than external ones indicated they might not have withdrawn had they known about the lifetime limit.
- * The Art department would like to see students given more opportunity; the policy may be driving them to go to another school.
- * Developmental Education students are allowed to repeat more than one time and are not penalized; Collin absorbs the cost.

Deans' Liaison Report (In absence of Bill Blitt, the report was given by Kathleen Fenton.)

- ◆ Academic Certificates – *Core Complete Certificate* and *Field of Study Certificate* were approved by VPPs and VP Student Development. (Note: 1,086 students are, or will be, core complete this Spring.)

Curricular Items

Business, Information, and Engineering Technologies

- ◆ Contact Hour Changes – Recommended
 - * BCIS 1305, COSC 1300, COSC 1337, COSC 1436, COSC 1437, COSC 2325, COSC 2336, COSC 2436, INEW 2340, LGLA 1303, LGLA 1307
- ◆ Computer Programming
 - * Program Revisions
 - AAS Software Development – Recommended
 - Software Development Certificate – Tabled – As discussed during the presentation, at least one additional course other than a gaming course should be added to the list of electives to give students more choices. This certificate will be resubmitted to CAB, as "Information Only".
 - * Course Additions – Recommended
 - GAME 2344, ITSE 1391 (ST: Embedded C/C++ Programming)

- ◆ Engineering Technologies (Computer-Aided Drafting & Design, Computer Networking Technology, Electronic Design, Electronic Engineering Technology, Engineering, Semiconductor Manufacturing Technology)
 - * AS Area of Emphasis Addition – Industrial Engineering – Recommended
 - * Course Additions – Recommended
 - ITCC 2471, ITCC 2472, ITCC 2473
 - * Program Revisions – Recommended
 - AAS Cisco Systems Networking Specialization, AAS Computer-Aided Drafting & Design, Computer-Aided Drafting & Design Certificate, AAS Electronic Engineering Technology, Electronic Engineering Technology Certificate, AAS Biomedical Instrumentation Electronic Specialization, Biomedical Instrumentation Electronic Specialization (Certificate), AAS Semiconductor Manufacturing Technology Solar Cell Specialization
 - * Course Revisions – Recommended
 - DFTG 1371, SMFT 1471, SMFT 1473
 - * Program Terminations – Recommended
 - AAS Electronic Design, Electronic Design Automation Certificate, Semiconductor Manufacturing Technology Solar Cell Operations Certificate, Semiconductor Manufacturing Technology Solar Cell Technician Specialization
 - * Course Terminations – Recommended
 - CETT 1421, DFTG 2305, DFTG 2356, EECT 1191, EECT 1291, EECT 1391, EECT 1491, ITNW 1449

Fine Arts

- ◆ Music
 - * Program Revisions – AA Music Field of Study – Recommended
 - * Course Revisions – Recommended
 - MUSI 1307, MUSI 2183, MUSI 2184
- ◆ Music, Commercial
 - * Certificate Addition – Music Business Certificate – Recommended
 - * Course Additions – Recommended
 - MUSB 1341, MUSB 1391 (ST: Music Marketing with Emerging Technologies), MUSB 2345
 - * Program Revisions – AAS Music, Commercial – Recommended
 - * Course Revision – MUSC 1313 – Recommended

Mathematics and Natural Sciences

- ◆ General Education Core Addition (Natural Sciences Component) – BIOL 1415 – Recommended

Social and Behavioral Sciences

- ◆ Child Development
 - * Course Terminations – Recommended
 - CDEC 1392, CDEC 1394, CDEC 1396

Meeting Minutes Review

January 22 Minutes were distributed for review. Karen will send email reminder to report any necessary changes to be made.

Meeting adjourned 4:00 pm.