

## **CURRICULUM ADVISORY BOARD**

**September 25, 2009**

**1:30 pm**

**CYC A310**

**Meeting Minutes**

### **Voting Members Present**

Matt Coulter – Chair, Donna Cain, Christine DeLaTorre, Tom Ottinger, Kelly Putman, Linda Sears, Donald Weasenforth

### **Non-Voting Members Present**

Bill Blitt – Deans' Liaison, Kathleen Fenton, Vickie Stone

### **Voting Members Absent**

Glen Grimes, Susan Moss

### **Non-Voting Member Absent**

Karen Murph

Matt Coulter called the meeting to order

### **Curricular Presentation**

#### **Business, Information, and Engineering Technologies**

- Computer Information Systems
  - AAS Geographic Information Systems (GIS) Specialization – Approved
  - Geographic Information Systems (GIS) Specialization Certificate - Approved
  - GISC 2231 Advanced Problems in Geographic Information Systems (GIS) - Approved
  - GISC 2420 Intermediate Geographic Information Systems (GIS) - Approved

#### **Fine Arts**

- Photography
  - ARTS 2356 – Photography I/Darkroom – Title Change Approved
  - ARTS 2357 – Photography II/Darkroom – Title Change Approved

#### **Mathematics and Natural Sciences**

- Biology
  - BIOL 2428 – Course Termination – Approved
- Chemistry
  - CHEM 1407 – Course Termination – Approved

## Discussion Items

- **Dual Credit**
  - Roger Ward and Mike McConachie talked with CAB about some issues involving Dual Credit. CAB has discussed this issue previously but does not know what, if any action, was taken. The “Dual Credit Curricular Guidelines”, from November 19, 2007, was passed out and member felt these were still current issues, and voted to pursue the formal process, unanimously. Matt will contact Alicia Huppe and Dr. Barbara Money to inform them of the discussion today, and see if they can attend the next CAB meeting.
  - Kathleen Fenton will contact Institutional Research Office to see about getting some numbers for students taking Dual Credit at the High School, and on the college campus. Additionally, she will see if she can get the numbers of students that come to Collin after graduation.
- **CAB and the Core Curriculum**
  - Matt Coulter informed the group that there may be some courses coming before CAB to be added to our core. Some decisions need to be made about the philosophy of adding courses, and how often this can happen. He presented a PowerPoint presentation about what the THECB requires of core curriculum. Chapter 4, Subchapter B, or the Rules Applying to All Public Institutions of Higher Education in Texas, states that we are to review and evaluate our core curriculum every ten years.
  - Kathleen Fenton stated that some discussion has taken place that suggests CAB be responsible (from Matt’s presentation – slides 7 and 8) to: 1) ensure Collin’s core curriculum contains the elements recommended by the THECB; 2) the courses within the core curriculum are consistent with the Texas Common Course Numbering System (TCCNS); 3) Collin’s core curriculum is consistent with the elements of the core curriculum component areas, intellectual competencies, and perspectives as expressed in *Core Curriculum: Assumptions and Defining Characteristics* adopted by the Board. Vicky Putman’s group will be responsible for evaluating Collin’s core to determine that it is meeting the educational goals and the exemplary educational objectives of the core curriculum recommended by the Board and being achieved.
  - Some possible actions are: 1) should CAB develop some guidelines for considering core curriculum; 2) is the precursor to develop guidelines, adopting a philosophy of what core is for Collin students? This will be re-visited at the next meeting, and we may select a sub-committee to research how other institutions are handling this.
- **AAS Requirements**
  - Kathleen Fenton presented information on Collin’s current AAS Core Curriculum, Guidelines for Instructional Programs in Workforce Education (GIPWE) and a document indicated which courses are used in each workforce degree to meet the core curriculum. Several of the degrees, within the Health Sciences and Emergency Services area, are not completing the core. The mathematics component is not met for Dental Hygienist and Surgical Technology; Speech component is not met for Dental Hygiene, Respiratory Care, and Nursing; PHED/DANC component is not met for Dental Hygiene, Nursing, and Respiratory Care. The Program Directors have provided documentation on how these components are met for all areas except the PHED/DANC. Kathleen asked the

CAB members to review the packet of information so that further discussion could take place at the next CAB meeting. Some possible solutions are: 1) Leave the AAS core curriculum, as is; 2) revise the AAS core curriculum to encompass what we are currently doing; 3) add “natural sciences” to the “mathematics” component. A request will be sent to Dr. Merry McBryde-Foster to provide documentation, for each program, on how the PHED/DANC component is met.

**Status of CAB Recommendations**

- Bill Blitt reported that he has placed a meeting, after each CAB, with the Vice President/Provosts. The decision has been made that Dr. Mary McRae will sign the CAB forms unless there needs to be further discussion. At that point, Bill will meet with the three Vice President/Provosts and the Vice President of Student Development to provide additional information.

Meeting adjourned at 3:20 pm.