

**CURRICULUM ADVISORY BOARD**  
**September 17, 2010**  
**1:00 pm**  
**CHEC Room 135**  
**Meeting Minutes**

**Voting Members Present**

Glen Grimes – Chair, Julie Boganwright, Donna Cain, Ann Cervantez, Matt Coulter, Tom Ottinger, Kelly Putnam, Linda Sears, Julie Turnbow

**Non-Voting Members Present**

Bill Blitt – Deans' Liaison, Maria Bridgeman – Student Development Liaison, Karen Murph, Vickie Stone

**Non-Voting Member Absent**

Kathleen Fenton

**Others Present**

Brenda Kihl, Colleen Smith

Glen Grimes called the meeting to order.

**Curricular Items**

**Business, Information, and Engineering Technologies**

- ◆ Computer Information Systems
  - \* Course Revision – Recommended
    - ITSE 1394 – Revised subtopic title (Special Topics: Windows vs. Mac OS), course description, and learning outcomes
- ◆ E-Business Media
  - \* Course Addition – Recommended
    - ITSE 1392 – New subtopic (Special Topics: Objective-C for iPhone Development)
  - \* Course Revision – Recommended
    - ITSE 1392 – Revised subtopic title (Special Topics: Introduction to iPhone Programming), course description, and learning outcomes; prerequisite added

**Mathematics and Natural Sciences**

- ◆ Mathematics
  - \* Course Revision – Recommended
    - MATH 2320 – Revised course description

**Deans' Liaison Report**

No outstanding issues at this time.

**Status of CAB Recommendations**

- ◆ Repeatability Policy – Retention Council – There is conflicting information about the process required for a student to appeal; to take a course for a third time. Due to this, Matt Coulter reported that the issue would be raised at the next council meeting.
- ◆ Core Curriculum Statement – CAB finalized a statement at the April 30, 2010 CAB meeting, to be forwarded to GEO Forum II. Matt reported that Tom Martin and Tony Howard, Co-Chairs of GEO Forum II, expressed their support of this statement.

**Discussion**

- ◆ CAB Representative to Faculty Council – Julie Turnbow gave an overview of the previous council meeting discussion. She will inform the council of all CAB recommendations.
- ◆ Proposed Changes in *CAB Operational Procedures and Guidelines* – The changes were approved as proposed.

**New Business**

- ◆ Scholastic Dishonesty Statement
  - \* This statement was updated in the 2010-2011 Collin Student Handbook and is used on all syllabi under "Academic Ethics". Concerns have been raised regarding the necessity for the last paragraph of the statement to be included on the syllabi. Therefore, a CAB recommendation was made to replace the last paragraph with "See the current Collin Student Handbook for additional information.". The recommendation will be submitted for VPP review at their October 4 meeting.
  - \* There was additional discussion regarding the update in general. A CAB subcommittee was formed to review the policy changes and make any recommendations. The members of the subcommittee are Ann Cervantez, Matt Coulter, Tom Ottinger, and Julie Turnbow.
- ◆ Meeting Changes
  - \* October 8 meeting location – CHEC
  - \* November 12 meeting location – CHEC
  - \* Due to other obligations, Bill Blitt will not be available for the October 8 or October 29 meetings. He will have another dean cover these two meetings.

**Old Business**

August 20 Meeting Minutes – Approved

Meeting adjourned at 2:50 pm.