

CURRICULUM ADVISORY BOARD
November 12, 2010
1:30 pm
CHEC Room 135
Meeting Minutes

Voting Members Present

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

Voting Members Absent

Donna Cain

Non-Voting Members Present

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

Others Present

Brenda Kihl

Meeting Minutes

Glen Grimes called the meeting to order.

Curricular Items

Communication and Humanities

- ◆ Philosophy
 - * Course Revision – Recommended
 - PHIL 1301: Revised Student Learning Outcomes

Fine Arts

- ◆ Animation / Applied Graphic Design Technology
 - * Program Revisions – Recommended
 - AAS – Animation; Certificate – Animation: New CIP to allow better alignment with THECB guidelines; program title revision; course sequence order
 - * Course Addition – Recommended
 - FLMC 1304
 - * Course Revisions – Recommended
 - ARTC 2301, ARTV 1341, ARTV 1345, ARTV 1351, ARTV 2341, FLMC 1331, FLMC 2331, IMED 1316: Prerequisite revisions
- ◆ Art
 - * Course Revisions – Recommended
 - ARTS 2341, ARTS 2342: Title revision
- ◆ Photography
 - * Course Addition – Recommended
 - COMM 2366

Health Sciences and Emergency Services

- ◆ Emergency Medical Services Professions
 - * Course Revision – Recommended
 - EMSP 2338: Prerequisite revision
 - * Course Termination – Recommended
 - EMSP 2135
- ◆ Health Information Technology
 - * Program Revision – Recommended
 - AAS – Health Information Technology: Courses moved to align with program prerequisite; course options added from existing list of core courses
 - * Program Termination – Recommended
 - Certificate – Medical Transcription: No longer a viable marketable skill
 - * Course Revision – Recommended
 - HITT 2249: Prerequisite revision
 - * Course Terminations – Recommended
 - MRMT 1267, MRMT 1307, MRMT 2333, MRMT 2371

Deans' Liaison Report

No outstanding items

Faculty Council Representative Report

Julie Turnbow reported on the discussions of the Faculty Council (FC) meeting. There were not any curricular items to be acted upon by the CAB. Because the next FC meeting is the same day as the next CAB meeting, Julie will find another faculty member to attend the FC meeting in her place.

Status of CAB Recommendations

No outstanding items

Discussion

- ◆ Academic Certificates – Kathleen Fenton will attend faculty meetings in January to discuss program outcomes for different disciplinary areas and will explain the need to look at the intent of transferability of these areas. She will be looking into the possibility of creating 2 + 2 agreements with four-year schools.
- ◆ Low Enrollment Class Cancellation Policy – There was discussion regarding the pros and cons of the current cancellation policy. Bill Blitt explained that deans have the discretion to manage cancellation actions.
- ◆ Kathleen reported that WECM courses are currently allowed to be counted toward an AA/AS.

New Business

- ◆ Class Format – To be discussed at a future meeting.

Old Business

- ◆ Academic Ethics Policy / Course Syllabus (Subcommittee Report) – The committee has met and discussed the current syllabus template. Matt Coulter also met with Cameron Neal regarding some ideas. The committee's recommendation(s) will be presented at the December 3 CAB meeting.
- ◆ ACGM (Academic Course Guide Manual) / Learning Outcomes – Kathleen Fenton reported on her discussion with James Goeman (Texas Higher Education Coordinating Board) regarding recently revised learning outcomes and whether they must be included verbatim on the syllabi. She expressed concern that the outcomes number as many as 15 per course, are very specific, and do not always include content that is currently being taught. Dr. Goeman will look into this issue and will take the concerns into consideration as he leads the next wave of courses to be reviewed. It has been determined that Collin will leave its current course outcomes intact, with the revised outcomes added.
- ◆ General Education Core / GEO Forum II – Kathleen explained that GEO Forum's charge is to review the core and determine the process of implementing the state's objectives. Brenda Kihl will meet with Tom Martin to discuss the process.
- ◆ October 8 Meeting Minutes – Approved via email.

Meeting adjourned at 4:00 pm.