

CURRICULUM ADVISORY BOARD

January 27, 2012

1:30 pm

CHEC 135

Approved Meeting Minutes

Voting Members Present:

Tom Ottinger – Chair, Christian Aars, Julie Boganwright, Pete Brierley, Kristi Clark-Miller, Glen Grimes, Shawna Masters, Frank Mayhew, Kelly Putnam, Julie Turnbow, Judi Wohead

Voting Members Absent:

Christine DeLaTorre, Linda Sears

Non-Voting Members Present:

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

Non-Voting Members Absent:

Kathleen Fenton

Others Present:

Kimberly Harris, Jennifer Summerville

Meeting Minutes

Tom called the meeting to order.

Curricular Items

Mathematics and Natural Sciences

- ◆ Mathematics – Presenter: Sarah Lynch
 - * Course Revision – Fall 2012 – Recommended
 - MATH-1332, Math for Liberal Arts I – New title; revision of course description and SLOs

Social and Behavioral Sciences

- ◆ Psychology – Presenters: Brenda Carter, Martha Francis, Matt Diggs
 - * Course Addition – Fall 2012 – Recommended
 - PSYC-1300, Learning Framework

Deans' Liaison Report

Accounting and Economics had requested course assessment revisions at the November 18, 2011 CAB meeting. These are still outstanding. IRO has pulled the success rate for students with and without the assessments requested.

- ◆ Economics – There would be little change in the reading level, but they would lose about 50% of their students if the mathematics assessment was put into place. The Economics Department will not ask for these assessments to be put into place, and the proposal was withdrawn.
- ◆ Accounting – There is a very strong correlation between student success and their mathematics skills. They would lose about 60% of their students. The faculty is looking to see if there is another way to help students get to the appropriate level without implementing the assessment. The Accounting Department is discussing how they want to proceed.

Faculty Council Report

Judi and Julie T. gave this update. Items discussed:

- ◆ Developmental Education partnership will be coming down from the state.
- ◆ President Israel met with them and reported:
 - * Enforcing the minimum class size of 15 has increased the average class size by about one and has saved the college over \$400,000.
 - * Collin will no longer offer Wintermester courses. Most of the students were not Collin students. We will continue to offer Maymester courses.

- * The January College Planning meetings were a big success.
- ◆ The Readers Theatre will take place on March 29, at 7:00 or 7:30. This will be on Abuse and Neglect, and they will hold an auction to create a scholarship for the Women's Alliance. They have expressed a need to assist single mothers in pursuing their education.

Academic Planning Team (APT) Report

Linda was absent, but had provided CAB members with a summary. Items discussed:

- ◆ Title IV funding requires students to complete a minimum of 60% of a course to be eligible for these funds. Because faculty do not take attendance, this can be an issue. Dr. Smith asked Paula Miller, Chair of Faculty Council, to take this before the faculty for their input. Bill said Dr. Smith encouraged the Deans to discuss this at their division meetings. Because he has faculty members who are also lawyers, they have read the requirements and found an institution has the option of having mandatory attendance or not when addressing attendance. The Financial Aid Office says if the student attends one class past the 60% mark, they will not be required to repay funds. It is not based on if the student actually attends 60% of the class meetings.
- ◆ Dr. Smith informed APT that SACS is now called SACSCOC – Southern Association of Colleges and Schools Commission on Colleges. The next meeting will be in Dallas, and she encouraged APT members to attend.
- ◆ The last two paragraphs of the summary are included in the discussion items below.

Discussion Items:

Tom congratulated Kimberly on her new position.

- ◆ **Core Review Process for 2012-2013**
 - * Kimberly explained that GEO Forum II has been working for the last two years and is ready to hand the review over to the CAB. She also asked that everyone help to correct information being discussed about Collin no longer offering physical education courses, because this is not true. She had asked Tom to select a committee, with the members being based on the core areas they represent, that will develop the process for this review. Tom, Kristi, Christian, Frank, and Judi will be on this committee. The CAB will determine how to show the core objectives and review syllabi to ensure the courses meet the new THECB requirements. This should be finalized by Summer 2013 so that Collin's new core can be sent to the THECB by Fall 2013. She also explained the Core Objective Assessment Team (COAT) will be assessing student artifacts from course work. Collin is doing a pilot this semester. Judi said they will be recording their students' speeches, and COAT will do the assessment "to determine the degree to which the Core objectives have been achieved" per THECB and per SACS General Education and Institutional Effectiveness requirement.
- ◆ **Spring Meeting Locations**
 - * The February 10 CAB meeting has been moved to PRC.

Meeting adjourned at 3:10.