

CURRICULUM ADVISORY BOARD
May 4, 2012
1:30 pm
SCC Living Legends Conference Center
Section DE
Approved Meeting Minutes

Voting Members Present:

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

Voting Members Absent:

Christine DeLaTorre, Judi Wohead

Non-Voting Members Present:

Jon Hardesty (representing Bill Blitt) – Acting Deans' Liaison, Maria Bridgeman – Student Development Liaison, Kathleen Fenton, Karen Murph, Vickie Stone

Others Present:

Dani Day, Kimberly Harris, Ellen Bell, Bob Benavides

Meeting Minutes

Tom called the meeting to order.

Introductions

- ◆ Tom welcomed Dani Day, Associate Vice President for Teaching and Learning, to the CAB meeting.
- ◆ The following 2012-2013 CAB Members were introduced:
 - * Jon Hardesty, Deans' Liaison
 - * Ellen Bell, Developmental Mathematics
 - * Bob Benavides, Computer Science

Curricular Items

Business and Computer Systems

- ◆ Geographic Information Systems (GIS) – Presenter: Glen Grimes
 - * Course Revision – Fall 2012 – Recommended
 - GISC-2420, Intermediate Geographic Information Systems (GIS) – Prerequisite revision

Social and Behavioral Sciences

- ◆ Government – Presenter: Debra St. John
 - * New Courses – Fall 2013 – Recommended
 - GOVT-2107, Federal and Texas Constitutions
 - GOVT-2305, Federal Government (Federal Constitution and Topics)
 - GOVT-2306, Texas Government (Texas Constitution and Topics)
 - * Course Terminations – Fall 2013 – Recommended
 - GOVT-2301, American Government I (Federal and Texas Constitutions)
 - GOVT-2302, American Government II (Federal and Texas Topics)

Deans' Liaison Report

- ◆ Jon informed members there are no outstanding items.
- ◆ Glen asked about the status of the *Collin Faculty Handbook* that CAB members worked on last year. Kimberly informed members the Handbook has been posted on Collin's intranet site since Fall 2011.

Faculty Council Report

- ◆ Julie informed the CAB members that Momentum Points were discussed at the April 17 Faculty Council meeting. Specifically, they discussed increasing student success through mandatory orientation and/or placement.
- ◆ Julie also informed the CAB that \$838 had been raised for scholarships, with help from the Readers Theatre. She thanked everyone that assisted with this effort.
- ◆ Tom expressed his appreciation, on behalf of the CAB, for the extra time and effort Julie has given to keep CAB members informed.

Academic Planning Team (APT) Report

- ◆ Linda informed members that APT has ended for the academic year, with no additional APT meetings since the last report.
- ◆ Tom expressed his appreciation, on behalf of the CAB, for the extra time and effort Linda has given to keep CAB members informed.

Discussion Items:

- ◆ **Voting Method**
 - * Tom expressed his appreciation for the CAB members supporting his request to raise their hands when voting. He suggested, however, going back to voting with “Aye” and “Nay”, as was done previously.
- ◆ **Curricular Recommendations Update – Geospatial Information Science (GIS)**
 - * Kathleen informed the CAB that Collin is still waiting on action from the State.
- ◆ **Biotechnology – Low-Producing Program Response**
 - * Kathleen informed the CAB of updates made to this program, due to it being low-producing. The AAS and Certificate do not meet the minimum graduates required to be in good standing. Collin is requesting an exemption for the Certificate, but will terminate the AAS. Collin realizes the internship course (BITC-2386) has caused issues with students completing the program due to students not being able to receive placement. To assist with this issue, Collin has identified the following internship course options for students: The University of Texas at Dallas (up to 12 spots for Collin students); Texas A&M University – Commerce (3-4 spots for students from any institution); University of North Texas (10 spots for students from any institution). Additionally, another option, BITC-2441, Molecular Biology Techniques, is being allowed in the event a student is not able to enroll in the Internship.
- ◆ **THECB April 25, 2012 Board Changes to Texas Core**
 - * Kathleen informed the CAB that she was not able to listen to this webcast, and minutes have not been posted. She will provide more information when it is available. She also informed the CAB that it has been determined if a student completes a four-credit-hour Mathematics course, it will not create an issue with the student having too many Texas Core credit hours. Tom discussed the Component Area Option, which has six credit hours. Collin will take three of these credit hours to meet our speech requirement and two credit hours to allow for our lab sciences (increasing the Life and Physical Sciences from 6 to 8 credit hours). This leaves us with one credit hour. Currently, Physical Education is looking at meeting this requirement under the Life and Physical Sciences foundation area.
- ◆ **Core Review Committee Update**
 - * Tom handed out the Core Review process proposal. The committee consists of Tom, Kristi, Christian, Frank, and Judi. Kimberly has taken part in all the meetings and assisted with questions about the implementation of the new Texas Core. The committee has worked very hard to develop very clear guidelines and procedure. The CAB is verifying that syllabi of core courses meet the THECB requirements for the new Texas Core. Shawna expressed appreciation for the excellent job the committee has done in working out the procedure. All agreed. Discipline Leads will be required to have their information entered into WEAVE OnLine by September 10. After reviewing the proposal, the CAB approved the process.
- ◆ **CAB Business**
 - * Tom presented certificates of appreciation to the following outgoing members:
 - Julie Turnbow
 - Linda Sears
 - Glen Grimes
 - Kelly Putnam
 - * Due to Bill Blitt's absence, Tom will present his certificate to him personally.
 - * Kimberly presented Tom with a certificate of appreciation for chairing the CAB for 2011-2012.

- * Tom informed CAB members that Christine, Judi, and he were nominated for the CAB Chair for 2012-2013. Both Christine and Judi declined their nominations. He asked if there were any other nominations. Upon no other names being given, ballots were handed out. The request was made for an open vote, and Tom was unanimously voted the 2012-2013 CAB Chair.
- * Tom has checked on Faculty Council dates, and calendars were distributed with proposed 2012-2013 CAB meeting dates. CAB members approved the following tentative CAB meeting dates:
 - Thursday, August 23, 2012
 - Friday, September 14, 2012
 - Friday, September 28, 2012
 - Friday, October 12, 2012
 - Friday, October 26, 2012
 - Friday, November 9, 2012
 - Friday, November 30, 2012
 - Friday, December 7, 2012
 - Thursday, January 17, 2013
 - Friday, February 1, 2013
 - Friday, February 15, 2013
 - Friday, March 1, 2013
 - Friday, March 8, 2013
 - Friday, April 5, 2013
 - Friday, April 26, 2013
 - Friday, May 10, 2013

All meetings will be scheduled at the CHEC and will begin at 1:30, except the meeting on August 23, which will begin at 1:00.

Meeting adjourned at 2:45