

CURRICULUM ADVISORY BOARD

February 1, 2013

1:30 pm

CHEC 135

Approved Meeting Minutes

Voting Members Present:

Tom Ottinger – Chair, Christian Aars, Ellen Bell, Robert Benavides, Julie Boganwright, Pete Brierley, Kristi Clark-Miller, Christine DeLaTorre, Shawna Masters, Frank Mayhew, Kelly Putnam, Judi Wohead

Voting Members Absent:

Dale Walker

Non-Voting Members Present:

Jon Hardesty – Deans' Liaison, Kathleen Fenton, Karen Murph, Vickie Stone

Non-Voting Members Absent:

Maria Bridgeman – Student Development Liaison

Others Present:

Dani Day, Renée Long, Jennifer Summerville

Meeting Minutes

Tom called the meeting to order.

New Curricular Proposals (see attached details)

Business and Computer Systems

- ◆ Computer Systems – Elizabeth Pannell and Glen Grimes presented
 - * Program / Course Revisions – Fall 2013 – Recommended
 - * Course Addition – Fall 2013 – Recommended
- ◆ E-Business Development – Elizabeth Pannell and Glen Grimes presented
 - * Program / Course Revisions – Fall 2013 – Recommended
- ◆ Office Systems Technology – Mary Jane Tobaben presented
 - * Course Revision – Fall 2013 – Recommended

Engineering Technology – Dave Galley presented

- ◆ Green Interior and Architectural Design
 - * Program Revisions – Fall 2013 – Recommended
- ◆ Engineering
 - * Course Revisions – Fall 2013 – Recommended

Social and Behavioral Sciences

- ◆ Psychology – Matt Diggs and Brenda Carter presented
 - * Course Addition – Fall 2014 – Recommended (**Note: Faculty has since requested and received approval for the course to be effective Spring 2014.**)

Core Review Course

- ◆ ENVR 1401, 1402 – Recommended
- ◆ PHYS 1401, 1402, 1403, 1404, 1410, 1415, 1417, 2425, 2426 – Recommended
- ◆ Discussion of using only one SLO to meet all core objectives. It was decided that this meets what CAB requested, even if it is minimal.
- ◆ CAB voted and approved that it could vote on all Core Courses as they are presented, since the team has verified core requirements have been met, and the Deans have approved them. This decision replaces waiting for the next CAB meeting for the vote. The CAB Review guidelines will be updated to reflect this change.

Deans' Liaison Report

- ◆ Proposals from the January 17 meeting have not been approved by Academic Leadership. Dani reported VP/Ps would meet next week.

Faculty Council Report

- ◆ President's Report – Mike Cohick
 - * There is no longer unpaid leave.
 - * Hiring grids should reflect specific job responsibilities.
 - * Some of the Summer / Fall dates overlap, so Summer II will meet on two Fridays.
 - * Upward Evaluations were discussed and approved.
 - * Data are being gathered for the Teaching and Learning portal.
 - * PSYC 1100 is being discussed for the one-hour course for the Component Area Option.
 - * African American History events are starting today (February 1).

Communication Advisory Meeting (CAM) Report

- ◆ No Report.

Discussion Items

- ◆ Component Area Option (CAO)
 - * A hand out from Dani was distributed regarding the one-hour CAO with several courses listed.
 - * It was discussed about having an orientation course as one of the one-hour CAO options.
 - * Physical Education is still going to try for this one-hour course.
- ◆ Core Review Process
 - * Tom will add more files to team leaders' folders for core review.
 - * Correct naming conventions of documents are not being used in review submissions. Team leaders should make these updates, as well as match wording between form and syllabus, then notify the Discipline Lead and Dean(s) of these revisions.
- ◆ CAB Meeting Minutes – January 17 Minutes were reviewed and approved.
- ◆ Future Meeting(s) Computer Lab Reservations – A computer classroom will be reserved for the February 15 meeting.

Meeting was adjourned at 4:10 pm.