

## **CURRICULUM ADVISORY BOARD**

**April 19, 2013**

**1:30 pm**

**CHEC 221**

### **Approved Meeting Minutes**

#### **Voting Members Present:**

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

#### **Voting Members Absent:**

Julie Boganwright, Judi Wohead

#### **Non-Voting Members Present:**

Maria Bridgeman – Student Development Liaison, Kathleen Fenton

#### **Non-Voting Members Absent:**

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

#### **Others Present:**

Renée Long

### **Meeting Minutes**

Tom called the meeting to order.

#### **New Curricular Proposals**

- ◆ No proposed items

#### **Deans' Liaison Report**

- ◆ No report

#### **Faculty Council Report**

- ◆ No report; meeting is going on simultaneously with the CAB meeting.

#### **Communication Advisory Meeting (CAM) Report**

- ◆ Skill QUEST is partnering with Collin College; a program to provide opportunities to economically disadvantaged adults; giving them the skills/education to get high-salary positions.
- ◆ Faculty Email Notifications – seemed to be automatic emails that aren't opened. Emails will be received for the following: 1) roster certifications, 2) when a student drops a course, and 3) final grade reminders.
- ◆ The official census day must be on a day that the Registrar's office is opened for students to drop/withdraw from courses.
- ◆ TSI – a committee was formed to work on the following three areas: 1) pre-assessment activity, 2) policy and procedure, and 3) placement.
- ◆ Multi-year Board Reports
- ◆ Faculty Council elections are going on now.
- ◆ The THECB has mandated that Developmental Education courses be paired with credit courses.

- ◆ Graduation Day is May 17 at the Allen Event Center.
- ◆ Deans are asked to let students know about a new waitlist feature. It will be turned on the day after the drop for nonpayment.
- ◆ Confusion on the new grade appeals process.

#### **Core Review Courses**

- ◆ BIOL 1407, 1409, 1415, 2401, 2402, 2404, 2406, 2416 – Recommended
- ◆ GEOL 1401, 1403 – Recommended
- ◆ MATH 2312, 2318, 2414, 2417, 2419 – Recommended
- ◆ SPCH 1311 – Recommended

#### **Discussion Items**

- ◆ Core Review – 1-hour Option
  - \* PYSC 1100 and 1300 are under review. Tom will be looking into the difference between the two courses.
  - \* PHED courses
- ◆ The next two CAB meetings, April 26 and May 3, were voted as being electronic meetings for Core review courses. The next and last meeting of the year will be May 10. We will be celebrating the end of the year, recognizing members, and nominating and voting on the 2013-2014 CAB Chair.

Meeting was adjourned at 2:32 pm.