**CURRICULUM ADVISORY BOARD**
**January 16, 2014**
**10:00 am**
**CHEC 135**
**Approved Meeting Minutes**

**Voting Members Present:**
Christian Aars – Chair, Ellen Bell, Robert Benavides, Pete Brierley, Kerry Byrnes, Kristi Clark-Miller, Cynthia Gruver, Frank Mayhew, Tom Ottinger, Barry Piazza, Kelly Putnam, Diane Schull, Dale Walker

**Voting Members Absent:**

**Non-Voting Members Present:**
Jon Hardesty – Deans' Liaison, Cathy Rangel – Student Development Liaison, David Malone – Institutional Research Liaison, Kathleen Fenton, Karen Murph, Vickie Stone

**Non-Voting Members Absent:**

**Others Present:**
Jennifer Summerville

**Meeting Minutes**

Christian called the meeting to order.

**New Curricular Proposals**

- Cisco Systems Computer Networking Technology – Pete Brierley
  - New Courses – Summer 2014 – Recommended
    - ITCC 1371, ITCC 1374, ITCC 2371, ITCC 2372
- Paralegal / Legal Assistant – Cynthia Gruver
  - Program Revisions (AAS; Certificate) – Fall 2014 – Recommended
  - New Courses – Fall 2014 – Recommended
    - LGLA 1351, LGLA 2339
  - Course Termination – Fall 2014 – Recommended
    - LGLA 2239

**Deans' Liaison Report**

- The 2014 Core was approved by the THECB, with the exception of the PHED courses.
- The Workforce General Education Task Force will be meeting again soon.
- Due to ongoing discussion and questions regarding SCANS, Jon will follow-up with the deans' group.

**Faculty Council Report**

- No report, due to cancellation of the December meeting.

**Communication Advisory Meeting (CAM) Report**

- Copies of the meeting minutes were distributed by Frank. Discussion items:
  - SACS – Overall, the report from Dr. Barry Goldstein was good, with some minor issues still to be resolved.
  - QEP – In good shape at this point and progress is being made.
  - Some issues with the school closings due to ice. Future options under discussion.
  - Quest Journal discussion underway.
  - Chair Handbook in progress.
  - COE travel funds discussed.
  - TSI update given.
  - New Student Orientation proposals will be discussed.

**Discussion Items**

- CAB Business
  - November 22 Meeting Minutes were approved.
- Fall 2014 Submission of 60-hour Requirement
  - Christian gave an overview of the December 17 email he sent out.
- 2014 Core – No action to be taken at this time (see Deans' Liaison Report)
- Institutional Research Office Liaison
  - Voted on and recommended; General Action Form will be sent for Academic Leadership review.
  - Operational Procedures and Guidelines revisions to include the addition of the liaison were approved.
- Other Business
  - Tom Ottinger suggested a celebration of the Core approval.

Meeting adjourned at 11:00 am.

COLLIN COLLEGE