

CURRICULUM ADVISORY BOARD

April 25, 2014

1:30 pm

CHEC 216

Approved Meeting Minutes

Voting Members Present:

Christian Aars – Chair, Ellen Bell, Robert Benavides, Pete Brierley, Kristi Clark-Miller, Cynthia Gruver, Tom Ottinger, Barry Piazza, Kelly Putnam, Diane Schull, Dale Walker

Voting Members Absent:

Kerry Byrnes (voting proxy: Christian), Frank Mayhew (voting proxy: Kristi)

Non-Voting Members Present:

Jon Hardesty – Deans' Liaison, David Malone – Institutional Research Liaison, Cathy Rangel – Student Development Liaison, Kathleen Fenton, Karen Murph, Vickie Stone

Non-Voting Members Absent:

Others Present:

David Liska

Meeting Minutes

Christian called the meeting to order.

New Curricular Proposals

- ◆ FYI Items – No presentations
 - Removal of PHED/DANC requirement from several programs, which will bring them into compliance with the 60-hour requirement
 - Termination of low-enrollment courses – Fall 2014 – Recommended

Deans' Liaison Report

- ◆ Jon attended the Academic Advisors' April meeting. The new Core Curriculum was discussed regarding students who transfer in less than eight credit hours in the Life and Physical Sciences foundational component area. PSYC 1300 would provide the additional hours required in the Component Area Option, but if the student took either EDUC 1200 or PSYC 1100 there would be an issue. The registrar's office has interpreted this to mean the only other option would be for those students to take two additional lab science courses. The issue will be discussed at the May deans' meeting. There may be an opportunity for students to take just one more science credit toward the requirement, if they self-advised and took the wrong course. Further discussion will include the registrar's office trying to anticipate future issues and putting a plan into place.

Faculty Council Report (Previous Two Meetings)

- ◆ Representation of associate faculty at Faculty Council meetings
- ◆ Further discussion of Faculty Council choosing CAB and OAB members
- ◆ Attendance at the Lunch and Learn meetings was encouraged
- ◆ Approved money for 14 scholarships

- ◆ Although not part of FC report, faculty white papers were mentioned. There will be more information to come.

Communication Advisory Meeting (CAM) Report

- ◆ Dr. Smith discussed the Strategic Plan and recommended that everyone review it and be familiar with at least the four main goals.
- ◆ Student Leadership funding has been cut. Faculty now looking into developing a Student Leadership Institute.
- ◆ Dani Day announced there will be a student video contest regarding QEP and SACS.
- ◆ Gary Hodge explained the Dignity Campaign to increase awareness about violence against women. An 18-member committee is working on this for Fall.
- ◆ Record retention was discussed. There is a discrepancy between the state and the college.
- ◆ Committee reports were given.

Discussion Items

- ◆ Summer Electronic Meeting(s) – This is due to the THECB deadline being moved up for the 60-hour-degree requirement. As curricular items are submitted, Christian will send an email on Monday notifying CAB members to check the CAB folder on Tuesday for items ready for review.
- ◆ Timeline for Adding Core Courses – Course proposals will need to be submitted to CAB from August through October each year. This will allow time for them to be reviewed by Leadership then by Board of Trustees. If approved, they will be submitted to the THECB to meet the March 1 deadline.
- ◆ CAB Business
 - March 7 Meeting Minutes approved
 - Scheduling of Fall 2014 Meetings (1:30 pm, unless otherwise noted) – August 21 (10:00), September 5, September 19, October 3, October 17, November 7, November 21, December 5.
- ◆ Other Business
 - Tom requested the updated GIPWE be discussed at the next meeting, as there are several items that have changed. It will be put on the agenda.

Meeting adjourned at 2:35 pm.

