

CURRICULUM ADVISORY BOARD

May 9, 2014

1:30 pm

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, Diane Schull, Dale Walker

Voting Members Absent:

Kelly Putnam

Non-Voting Members Present:

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

Non-Voting Members Absent:

Kathleen Fenton

Others Present:

David Liska

Laura Welsh

Meeting Minutes

Christian called the meeting to order.

New Curricular Proposals

- ◆ No proposed items

Deans' Liaison Report

- ◆ Concerns regarding transfer students coming in with science hours / lab hours of only 6 credit hours. A decision needs to be made; however, discussions are ongoing.

Faculty Council Report

- ◆ Ongoing discussion about chairs with multiple disciplines.
- ◆ Multi-year contract workshops will be held on June 27 and July 25 for those with contracts due for 2014/2015.
- ◆ New software for professional travel will be introduced soon. Patience was requested for any possible glitches that may occur.

Communication Advisory Meeting (CAM) Report

- ◆ No meeting has been held since the last CAB meeting.

Discussion Items

- ◆ Summer Electronic Meetings – Reminder to check email Tuesday mornings for posted curricular updates to be reviewed and discussed via an electronic meeting.
- ◆ There is need to re-evaluate voting membership for CAB. Expansion needs may require better representation across disciplines. A representative from each core element is needed. Updates to representation guidelines may be required, but discussions should continue via a sub-committee. This committee can meet over the summer to gather information to present to the entire CAB. If handled over the summer, new members could be invited for a fall semester expansion. The Operational Procedures and Guidelines would need to be updated as well. Motion to complete this during the summer was voted on and approved.
- ◆ CAB Business
 - April 25 Meeting Minutes approved.
 - Election of 2014-2015 CAB Chair – The four nominees are Christian Aars (declined), Cynthia Gruver (declined), Kerry Byrnes, and Kristi Clark-Miller. The new CAB Chair is Kristi Clark-Miller.
 - Recognition of Outgoing Members – Certificates of appreciation were presented to Christian Aars, Pete Brierley, Frank Mayhew, and Tom Ottinger.
 - Introduction of New Members – Currently pending.

Other Business

- ◆ Updates to GIPWE
 - Tom Ottinger had requested discussion about the GIPWE, currently in draft form.
 - The draft allows for new options for assessment at the program level. SCANS will not be the only option. Jon stated he would bring this to the Deans Meeting.
 - Tom said there is concern about the requirement that 50-75% of courses be drawn from the CIP of the specialty area. Since there are 15 credit hours of General Education requirements, which is 25% of the degree, that does not give much leeway. He discussed this with Dani Day, and she said there is some wiggle room in this requirement. The intent is to ensure courses are related to the program.

Meeting adjourned at 2:05 pm.

