CURRICULUM ADVISORY BOARD
September 6, 2013
1:30 pm
CHEC 139
Approved Meeting Minutes

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

Voting Members Absent:
Chip Galloway, Frank Mayhew

Non-Voting Members Present:
Jon Hardesty – Deans' Liaison, Cathy Rangel – Student Development Liaison, Kathleen Fenton, Karen Murph

Non-Voting Members Absent:
Vickie Stone

Others Present:
Jennifer Summerville

Meeting Minutes

Christian called the meeting to order.

New Curricular Proposals

- Developmental Education
  - Integrated Reading/Writing – Jim Barko, Courtenay Jauregui, Suzanne Jones, Marti Rosenfield
    - New Course – Spring 2014 – Recommended
      - INRW 0405
    - Course Terminations – Spring 2014 – Recommended
      - ENGL 0305, ENGL 0315, READ 0305, READ 0310

Deans' Liaison Report

- No report

Faculty Council Report

- Voted to change the meeting time.
- Discussed leave without pay.
- Ellen gave a report on CAB.

Communication Advisory Meeting (CAM) Report

- No report. The first meeting will be September 12.

Discussion Items

- CAB Business
  - Operational Procedures and Guidelines – Discussion continued on the attendance policy, with suggestions given. Christian will compile and send out a draft to be reviewed. A vote will be taken at the September 20 meeting.
- Workforce SCANS Syllabi Code Key
  - Copies were distributed as a reference for members when reviewing proposed changes to workforce courses.
  - The proposal voted on at the previous meeting to allow SCANS to be listed as a group on the syllabi, will be submitted on a *General Academic Form* (GAF) for review by Academic Leadership. Jon will inform the workforce deans about the proposal.
- AAS General Education Requirement – After some discussion, it was decided to wait for further information from the Workforce Council.
- TSI Entry-level Courses – Because of continuing state discussion regarding dual TSI prerequisites, this topic will be tabled until notification of the final decision.
- Additional Items
  - Core Objectives Linked to SLOs – Discussion about faculty concerns that have arisen regarding the current and future process of linking the Core objectives. Christian will draft information for review and discussion at the next meeting.
  - Kathleen gave information on two resources that are available for members to access when reviewing curriculum. Both can be found on the Intranet.
    - Program Enrollment History – located on the Institutional Effectiveness\Assessment_IE page.
    - Alpha Listing of Course Enrollment History – located on the Curriculum\Curriculum Development page.

Meeting adjourned at 2:50 pm.

COLLIN COLLEGE