CURRICULUM ADVISORY BOARD
September 18, 2015
1:30 p.m.
CHEC 135
Approved Meeting Minutes

Voting Members Present:
Kristi Clark-Miller - Chair, Rodney Boyd, Pete Brierley, Lloyd Campbell, Will Geisler, Sean Geraghty, Cynthia Gruver, Gwen Miller, Chris Morgan, Tom Ottinger, Barry Piazza, Traci Ramsey, Charles Ring, Pam Sawyer, Greg Sherman, David Weiland

Voting Members Absent:
Kerry Byrnes (Kristi Clark-Miller, Proxy), Amy Rule (Pam Sawyer, Proxy), Diane Schull (Tom Ottinger, Proxy),

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

Non-Voting Members Absent:
Lily Quezada – Student Development Liaison

Others Present:
Indalita Holt, David Liska, Jennifer Summerville (partial meeting)

Kristi called the meeting to order.

New Curricular Proposals

- Business and Computer Systems
  - Paralegal/Legal Assistant – Cindy Gruver
    - Course Revision – Fall 2016 – Recommended
      - LGLA 1305

Deans' Liaison Report
No report. CAM has been dissolved, but the Academic Deans will continue to meet together regularly.

Faculty Council Report
David went to the Faculty Council and extended an invitation for anyone to visit CAB. Staff wages have just been reviewed, and faculty members are hoping their wages will now be reviewed, as had been suggested by President Israel. President Matkin will attend their next meeting to discuss this concern.

Discussion Items

- Training Sessions Questions – Kristi reminded members to send her questions or needs of clarification or additional training they may have as proposals get submitted. These will then be discussed at the next meeting prior to the presentation.
- Course Enrollment History – This information has been updated and is available to view and consider when reviewing proposals. The file is located on the Intranet under Curriculum Office.
- Core Review Process – Kristi handed out some course materials that were used to request courses be added to Collin's Core last year. She asked members to review these, to assist them in understanding the process, and there would be more discussion at the next meeting. We expect several courses to be reviewed, and the deadline for submission is November 1. The Core Review process, posted on the Intranet under Curriculum Office, was also discussed. There were several questions about the process and possibly updating the information. The decision was made to determine the CAB review procedures at the next meeting.

CAB Business

- Status of CAB Recommendations – All have been approved.
- STEM Statewide Voluntary Compacts – Kathleen reminded everyone that President Israel had signed the agreement to enable Collin to participate in all of these. The compacts are posted on the I:drive for CAB members to review. If applicable, you may want to discuss these with your Dean. Also, 2+2 Agreements should be developed to support any compacts that Collin adopts.
- Other Business – Kathleen noted that the FY 2015 enrollment was 84% Academic, 11% Workforce, and 5% Developmental. Academic enrollment has increased by 4% from FY 2007, Workforce enrollment has stayed consistent at 11% over the past nine years, and Developmental course enrollment has decreased by 38%. We believe this drop is due to TSI and the number of TSI exemptions.

The meeting adjourned at 2:45. The next meeting will be on October 2nd.

COLLIN COLLEGE