CURRICULUM ADVISORY BOARD
March 3, 2017
1:30 pm
CHEC 114
Approved Meeting Minutes

Voting Members Present:
Kerry Byrnes-Loinette – Chair, Rodney Boyd, Pete Brierley, Katy Brooks Loyd Campbell, Will Geisler, Sean Geraghty, Cynthia Gruver, Gwen Miller, Chris Morgan, Tom Ottinger, Barry Piazza, Traci Ramsey, Charles Ring, Pam Sawyer, Diane Schull, Greg Sherman, David Weiland

Voting Members Absent:
Michael Rose (Will Geisler, proxy)

Non-Voting Members Present:
Brenda Carter – Deans' Liaison, Gaye Cooksey – Deans' Liaison, Gloria Hurtado – Institutional Research Liaison, Lily Quezada – Student Development Liaison, Kathleen Fenton, Karen Murph, Villa Vance, Indalita Holt

Others Present:
De'Aira Holloway, David Malone

Kerry called the meeting to order at 1:30 PM.

New Curricular Proposals

- Music, Commercial – Chris Morgan
  - Program Revisions – Fall 2017 – Recommended with two abstentions
    - MUSC 2355 - MIDI II – moved to elective options
    - MUSC 2351 - Audio for Video – moved from elective options and replaced MUSC 2355 as a required course
    - Chris explained the changes in industry that make Audio for Video more applicable to the program than MIDI II. He also explained that these changes bring the program more in line with other programs in the state.
  - Course Revision
    - MUSB 2345 – Added one lab hour
    - The increase of contact hours for this course will allow it to be run as a combined course with MUSB 1341, which would benefit the students.
- Video Production – Tom Ottinger
  - Course Revision – Fall 2017 – Recommended with five abstentions
    - RTVB 1329 Scriptwriting – Removed TSI reading / writing prerequisite
    - Tom explained that the TSI requirements were creating a barrier for students because they are required to meet reading, writing <u>and</u> math requirements.
  - There were numerous questions about unprepared students, but some precedence was provided in favor of the change.

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- Computer Networking Technology / Cisco Systems Computer Networking Technology / Convergence Technology – Kathy Fant
    - Program Revisions – Combining the three programs into one by creating three tracks under Computer Networking
        - AAS – Computer Networking
            - Integrated Technologies Track
            - Certificate - Level II - Enterprise Services Professional
            - Certificate - Level I – Integrated Services Professional
            - Certificate - Level I -- Integrated Services Technician
            - OSA - Entry-Level Network Support Technician
            - ESC - Enhanced Network Professional
        - Infrastructure Track - with Cisco focus
            - Certificate - Level II - Enterprise Network Professional
            - Certificate - Level I - Enterprise Network Field-Support Technician
            - Certificate - Level I - Computer Networking Support Technician (CCNA)
            - OSA - Entry-Level Network Support Technician
        - Systems Track – with Microsoft focus
            - Certificate - Level II - Enterprise Systems Professional
            - Certificate - Level I - Enterprise Systems Technician
            - Certificate - Level I - Computer Networking Technology Software (MCSA)
            - OSA - Entry-Level Network Support Technician
            - ESC - Enhanced Network Professional
    - Program Terminations
        - Computer Networking Technology
        - Cisco Systems Computer Networking Technology
        - Convergence Technology
    - New Courses
        - ITCC 1314, ITCC 1340, ITCC 2312, ITCC 2313, ITCC 2341, ITCC 2354, ITCC 2355, ITCC 2356, ITMT 1371, ITMT 1372, ITMT 1373, ITMT 1374, ITMT 2304, ITMT 2305, ITNW 1351, ITNW 2376, ITSC 1342
    - Revised Courses
        - ITNW 1370, ITNW 2375, ITSY 2300
    - Kathy presented the extensive changes and how they came about. She explained that Convergence Technology was included in these changes to more clearly demonstrate its connection to Computer Networking. Numerous Local Need courses have been converted to new WECM courses. Remaining Local Need courses have been updated or renewed.
    - The paperwork for these changes is expected to be sent out the next day. The deadline for the electronic vote on this program was scheduled for March 17.

Deans' Liaison Report

- All faculty who teach Dual Credit courses are encouraged to report grades in Canvas. There have been some questions on the part of Principals and Superintendents, and this would simplify the process.

- The deans are working on a fillable syllabus template to standardize all syllabi across the college. This new template would move the instructor's information to the first page.

Faculty Council Report

- Board Members have been invited to the next Faculty Council meeting to answer submitted questions, and everyone is encouraged to come to what is expected to be an informative meeting.

CAB Business

- **Status of CAB Recommendations -** All recommendations are still in process.
- **February 10 Meeting Minutes** – The minutes were approved as corrected with one edit.
- **Curriculum Quick Guide –** A document explaining the language and requirements for curriculum levels was distributed as a reference. This document will be available on the Curriculum Website.
- **Chair-Elect –** Kerry went over the Chair/Chair-elect procedure. It is time for members to consider if they are interested in becoming Chair. The request was made that anyone interested let Kerry, Kathleen, and Karen know by the end of March.
- Deans Carter and Cooksey were asked to place new CAB appointments on the Deans' April 20 meeting agenda.
- Meeting Change – Because of the catalog deadline, there was a request to move the April meeting from the 7th to the 21st.

The meeting adjourned at 3:45.

The next meeting is April 21.

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