CURRICULUM ADVISORY BOARD
September 9, 2016
1:30 pm
CHEC 102
Approved Meeting Minutes

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

Non-Voting Members Present:
Brenda Carter – Deans' Liaison, Gaye Cooksey – Deans' Liaison, David Malone – Institutional Research Liaison, Lily Quezada – Student Development Liaison, Kathleen Fenton, Karen Murph

Others Present:
Todd Fields, Indalita Holt, Jennifer Summerville, Torrey West

Kerry called the meeting to order at 1:30. She introduced Dean Gaye Cooksey as the deans' liaison who will represent the workforce areas, and also Michael Rose who will now be the CPC At Large representative. She then asked all the members to introduce themselves.

A presentation about Dual Credit was given by Raul Martinez. He also answered questions regarding any help the CAB could provide to facilitate the Master Plan to offer 30 hours of Dual Credit to High School Students.

New Curricular Proposal

- **Computer Systems – Ann Cervantez**
  - Course Revision – Fall 2017 – Recommended
    - ITSW 1310

Deans' Liaison Report

- Dean Carter stated that the deans are still in the process of mentoring the Associate Deans. They are providing monthly training, and she said they would discuss the Associate Deans' roll in curriculum and how that will affect communication.

Faculty Council Report

- Gwen reported that no decisions had been made. They discussed what had happened in the past year.

Discussion Items - None

CAB Business

- Status of CAB Recommendations – Photography is on the next Board of Trustees agenda.
- New Program Criteria
  - Kerry presented a checklist for new program proposals and suggested that the proposing discipline would receive it at the beginning of new program development as a guide.

    * A suggestion was made to include high-end salary information.
    * Suggested changes will be made, and the document will be presented at the next meeting. At that time a vote will be taken or changes made.
- Membership
    * A suggestion was made that the CAB Operational Procedures and Guidelines be tweaked to include the new dean position. Because other membership revisions could be made, the document will be updated after all changes have been voted on and approved.
- August 17 Meeting Minutes – Approved with corrections
- Other Business
    * It was noted that the September 23 meeting is during the Balloon Festival.

The meeting was adjourned at 2:48.

Next Meeting – September 23

COLLIN COLLEGE