

## CURRICULUM ADVISORY BOARD

January 11, 2017

10:00 am

CHEC 114

### Approved Meeting Minutes

#### **Voting Members Present:**

Kerry Byrnes-Loinette – Chair , Rodney Boyd, Pete Brierley, Loyd Campbell, 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

#### **Voting Members Absent:**

Kristi Clark-Miller

#### **Non-Voting Members Present:**

Brenda Carter – Deans' Liaison, David Malone – Institutional Research Liaison, Lily Quezada – Student Development Liaison, Karen Murph, Villa Vance, Indalita Holt, Kathleen Fenton

#### **Non-Voting Members Absent:**

Gaye Cooksey – Deans' Liaison

Kerry called the meeting to order at 10:00 am.

#### **New Curricular Proposals**

- ◆ Computer-Aided Drafting and Design – Andrea Szlachowski
  - This program is being revised to promote their highest-demand subject areas and to add more relevant courses per the advisory committee. The new certificate is aimed at someone who is already in the workforce but needs more skills for advancement. The changes will also allow more scheduling flexibility in the summer.
    - \* Program Revisions – Fall 2017 – Recommended
      - AAS - Computer-Aided Drafting and Design
      - Certificate - Advanced Computer-Aided Drafting and Design (including name change)
      - OSA (Occupational Skills Award) - AutoCAD
    - \* New Certificate – Fall 2017 – Recommended
      - Certificate - Computer-Aided Drafting and Design
    - \* Program Termination – Fall 2017 – Recommended
      - Enhanced Skills Certificate - CADD
    - \* Course Revisions – Prerequisites – Fall 2017 – Recommended
      - ARCE 2352, DFTG 1317, DFTG 1333, DFTG 1345
    - \* Course Termination – Fall 2017 – Recommended
      - DFTG 2300
- ◆ Green Interior and Architectural Design – Andrea Szlachowski
  - Changes in this program are being made because many of their students are already employed in the industry.
    - \* Program Revisions – Fall 2017 – Recommended, with the exception of the Advanced Green Interior Design Certificate. This certificate needs to be reduced to 42 credit hours

to align with the state's Level I Certificate requirements. This portion of the recommendation will be tabled until the credit hours have been adjusted.

- AAS - Green Interior Design
- Certificate - Advanced Green Interior Design
- Certificate - Green Interior Design
- OSA (Occupational Skills Award) - Green Interior Design
- New Course – Fall 2017 – Recommended
  - INDS 1349 Fundamentals of Space Planning
- ◆ Hospitality and Food Service Management – Karen Musa
  - Changes are being made to align each certificate with the AAS, allowing students to complete a certificate in their first year of the program, leaving open the option to complete the AAS with no loss of hours. Their advisory committee had some concerns, but these were addressed and satisfied.
    - \* Program Revisions – Fall 2017 – Recommended
      - Certificate - Hotel / Restaurant Management
      - Certificate - Meetings and Event Management
- ◆ Marketing – Gloria Cockerell
  - A change is being made to the rubric, otherwise the course will be exactly the same. This change will make the focus of the course more understandable to students and employers.
    - \* New course: – Fall 2017 – Recommended
      - BUSG 2371 Entrepreneurship Experience
    - \* Course termination:
      - MRKG 2371 Entrepreneurship Experience

#### **Core Review**

- ◆ ANTH 2401 Physical Anthropology – Re-submission
  - This was re-submitted with the sample courses expanded to support the SLO's.
  - CAB voted to recommend the addition of this course to the core. ANTH 2301 will be retained until ANTH 2401 is approved as a core course in the Natural Sciences Component.
- ◆ ENGL 2311 Technical and Business Writing – Updated Documents
  - This was re-submitted with additional assignments.
  - There were still questions about the assignments and their generic quality.
  - CAB voted to recommend the addition of this course to the core, contingent upon receipt of more expanded assignments that are clearly differentiated from those typical of ENGL 1302.

#### **Deans' Liaison Report**

- ◆ Dean Carter spoke about the Deans' plan to develop criteria for future core additions with the aim to limit the number of core courses. They are concerned about giving the students too many core options. She also mentioned the state's plans to reduce the core.
- ◆ Kathleen added to this by mentioning that everyone has access to the September 23 UEAC meeting as a webcast. Dr. Reinold Cornelius addressed the THECB's tentative plans for the Texas Core Curriculum in this meeting.

#### **Faculty Council Report**

- ◆ No report.

### **CAB Business**

- ◆ Report on Faculty Development Conference
  - Kerry said that this meeting went well and was well attended.
- ◆ Status of CAB Recommendations
  - December 2 CAB recommendations are still pending.
- ◆ December 2 Meeting Minutes were approved as presented.
- ◆ Other Business
  - Kerry reminded everyone that the CAB Operational Procedures and Guidelines limit members to two absences per semester. She also stressed the importance of having a proxy and giving them your notes if you must miss a meeting.

The meeting adjourned at Noon.

The next Meeting is February 10, 1:30