

**CURRICULUM ADVISORY BOARD**

**December 2, 2016**

**1:30 pm**

**CHEC 114**

**Approved Meeting Minutes**

**Voting Members Present:**

Kerry Byrnes-Loinette – Chair , Pete Brierley, 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:**

Rodney Boyd (Sean Geraghty, proxy), Loyd Campbell (Kerry Brynes-Loinette, proxy), Kristi Clark-Miller (Traci Ramsey, proxy), Will Geisler, Michael Rose (Gwen Miller, proxy) Diane Schull (Kerry Byrnes-Loinette, proxy)

**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 1:30.

**New Curricular Proposals**

- ◆ Anthropology – Jerry Sullivan
  - New Course – Fall 2017 – Recommended
    - \* ANTH 2401
  - Course Termination
    - \* ANTH 2301
  - After much discussion, the group decided to recommend the addition of ANTH 2401 without terminating ANTH 2301, pending addition of ANTH 2401 to the Core.
- ◆ Electronic Engineering Technology – Tripat Baweja
  - Program Revisions – Fall 2017 – Recommended
    - \* AAS – Electronic Engineering Technology
    - \* Certificate – Electronic Engineering Technology
  - New Course – EECT 2439 – Fall 2017 – Recommended
  - Four-credit-hour courses replacing three-credit-hour courses (which are being terminated) – Fall 2017 – Recommended
    - \* CETT 1403 (1303), CETT 1405 (1305), CETT 1425 (1325), CETT 1445 (1345), EECT 1448 (1348)
  - Other Course Terminations – Fall 2017 – Recommended
    - \* BIOM 1355, BIOM 2380, HART 2372, SMFT 1371, SMFT 1375
- ◆ Semiconductor Manufacturing Technology – Tripat Baweja
  - Program Termination – Fall 2017 – Recommended
    - \* AAS – Semiconductor Manufacturing Technology

## Core Review

- ◆ ANTH 2401 Physical Anthropology
  - The addition of this to the Core was tabled for future discussion.
  - The board requested that the proposal be re-submitted with additional assignments tailored to each of the Student Learning Outcomes.
- ◆ ENGL 2311 Technical and Business Writing
  - This course will be an alternative to ENGL 1302 for students that require more Technical Writing experience.
  - The group felt that the proposal needed more assignments added to it to show how the Critical Thinking and Communication objectives will be covered.
  - The proposal was recommended for Fall 2017, with a request for re-submitted materials to include assignments more representative of technical and business writing.
- ◆ HUMA 1302 Introduction to Humanities II
  - This course would target the student who wants more in-depth Humanities experience.
  - It was noted that HUMA 1302 is frequently seen as part of the Core in other schools.
  - This proposal was recommended for Fall 2017.

**Deans' Liaison Report** – Dean Carter discussed some concerns that the Deans have as Core courses come up for review. They wanted to know the criteria for adding a course to the Core. The Deans feel that increasing enrollment is not a sufficient reason to add a course to Core. They asked for guidance from CAB regarding the philosophy of Core courses. The Deans feel that there will be more Core courses coming up for review.

**Faculty Council Report** – Dr. Matkin was pleased by the positive reports regarding Inclusion policies on campus. This was in light of some negative messages seen recently on some campuses.

## Discussion Items

- ◆ Core Table – The point was clarified that the Core Table should specify ENGL 1301 as being required, followed by an option of either ENGL 1302 or ENGL 2311. This is pending final approval of ENGL 2311 being added as a Core course.

## CAB Business

- ◆ Status of CAB Recommendations – All recommendations have been approved.
- ◆ November 18 Meeting Minutes were approved as presented.
- ◆ Faculty Development Conference – January 6
  - Kerry has submitted CAB for a spot in the Faculty Development Conference. She asked for help and suggested a Panel Discussion with question-and-answer format.
  - It was suggested that this would be a good time to review Core proposal procedures.

The meeting adjourned at 4:40.

The next meeting will be January 11 at 10:00 a.m.

