CURRICULUM ADVISORY BOARD
May 12, 2015
1:30 p.m.
CHEC 218
Approved Meeting Minutes

Voting Members Present:
Kristi Clark-Miller – Chair, Ellen Bell, Bob Benavides, Kerry Byrnes, Tom Ottinger, Barry Piazza, Kelly Putnam, Diane Schull, David Weiland

Voting Members Absent:
Pete Brierley, Seema Endley, Cynthia Gruver (proxy: Kristi Clark-Miller), Dale Walker

Non-Voting Members Present:
David Malone – Institutional Research Liaison, Lily Quezada – Student Development Liaison, Kathleen Fenton, Karen Murph, Vickie Stone

Non-Voting Members Absent:
Jon Hardesty – Deans' Liaison

Others Present:
Indalita Holt, Christian Aars

Kristi called the meeting to order.

Deans' Liaison Report
No report.

Faculty Council Report
No report.

Communication Advisory Meeting (CAM) Report
No report.

New Curricular Proposals

- Health Sciences
  - Health Information Management – Michelle Millen
    - Program Termination – Fall 2015 – Recommended
      - ESC – Healthcare Case Management
    - Course Terminations – Fall 2015 – Recommended
      - HPRS 2371, HPRS 2372, HPRS 2373

Discussion Items

- The proposal to have the training/refresher for 2015-2016 on the same day as the first business meeting was accepted. It will be held Monday, August 17, with the training in the morning and the meeting in the afternoon.
- Kathleen announced that there will be a Curriculum Mapping Workshop on June 8 from 9:00 am - 3:00 pm.
- The motion was made and carried to create a Chair Elect position to replace the Alternate Chair. This would be a two-year appointment, and the Chair Elect would automatically move into the Chair position for the second year.

CAB Business

- A motion was made and carried to change the CAB Operational Procedures and Guidelines to reflect the new Chair Elect position.
- Minutes from the April 10 meeting were presented and approved without changes.
- Approval was passed for Kristi Clark-Miller serving as Chair and Kerry Byrnes serving as Chair Elect for 2015-2016.
- The schedule for CAB meetings in 2015-2016 was discussed, and the dates are as follows, with all meetings being on Friday and starting at 1:30 pm unless otherwise noted:
  - Fall 2015
    - Monday, August 17 – 10:30 am - 3:00 pm – Training and Meeting (lunch provided)
    - September 4, September 18
    - October 2, October 16
    - November 6, November 13
    - December 4
  - Spring 2016
    - Wednesday, January 13 – 10:00 am
    - February 12
    - March 4
    - April 15
    - May 6

Meeting adjourned at 2:15 pm.

COLLIN COLLEGE