

CURRICULUM ADVISORY BOARD

August 21, 2019

1:00 pm

CHEC 200

Approved Meeting Minutes

Voting Members Present

Gwen Miller – Chair, Sean Geraghty – Chair Elect, Adrienne Caughfield, Jillian DeShazo, Kathy Fant, Cynthia Gruver, Tony Howard, Joan Hunsaker, Linda Kapocsi, Kim Lower, Paul Manganelli, Tom Ottinger, Barry Piazza, Mark Popowski, Charles Ring, Steve Rizzo, Clair Robertson, Michael Rose

Voting Members Absent

Donna Smith

Non-Voting Members Present

Gloria Hurtado-Diaz – Institutional Research Liaison, Cameron Neal – Academic Partnerships Liaison, Cindy Pokrywa – Student Enrollment Services Liaison, Lacy Castleman, Diana Hopes, Karen Murph, Marisela Lopez

Non-Voting Members Absent

Brenda Carter – Deans' Liaison, Karen Musa – Deans' Liaison

Others Present

Todd Fields, Monica Jones, Marina Kuryshina, David Liska, David Malone, Lily Quezada, Anne Thornton

Gwen called the meeting to order at 1:04 p.m.

Introductions – Introduction of voting and non-voting members.

New Curricular Proposals

- ◆ **No new proposals** - There are two programs that will be coming to CAB in September or October. Several Marketable skills will be coming to CAB this coming year, as well as revisions and possibly Fields of Study.

Deans' Liaison Report – No report

Faculty Council Report – Kathy Fant volunteered to be the Faculty Council Liaison this academic year.

Discussion Items - No discussion items

Presentation

- ◆ **PLA (Prior Learning Assessment) – Monica Jones**
 - Collin College is in the process of building Prior Learning Assessment (PLA) and Guided Pathways, starting with the workforce degree areas. Some students are coming to Collin with valuable knowledge/certifications/licenses, so the college wants to find a way to translate that into college credit. The PLA committee is going to focus primarily on areas such as the Armed Forces credit, certifications/licenses, and Continuing Ed credit and will expand on what is offered in linked courses. Portfolio and skills exams will also be examined later in the year. The PLA is a pilot project this year. Twenty-two PLA Faculty Fellows will come together to develop formalized processes and create guidelines. This information will be shared with CAB. The PLA Faculty Cadre will receive portfolio assessment training and then go out and train Collin faculty, but this will be done later in the year. There will also be a PLA review



committee that will be developed. The maximum amount of PLA time that will be accepted is 75%, depending on what credential the student is attempting to obtain. Advisory Boards are interested in helping PLA and are looking for ways to help or recommend skills to teach that can easily be translated into a certificate, etc. The administrative side is in development; however, the PLA does plan on working with IRO and other departments. The Curriculum Office will be the administration overseers because of SACSCOC compliance requirements. As the committee is being built, representatives from all areas will be included since this does affect all areas. The PLA PowerPoint presentation will be sent out to CAB Committee members.

CAB Business

- ◆ **Status of CAB Recommendations** – All program proposals have been approved by leadership.
- ◆ **2019-20 CAB Chair Elect** – Introduction of Sean Geraghty as CAB Chair Elect
- ◆ **2019-20 Meeting Dates** – The CAB meetings will be held every fourth Friday of the month, except for December and May, which are on the second Friday of the month. Some dates could pose a problem because they conflict with final exams. But, if committee members are finding too many conflicts, please let Gwen or Curriculum Office know so that a new date and time can be proposed. Time and dates were accepted by CAB Committee for now. If a member cannot attend a meeting, it is recommended they find a proxy in order to meet quorum, give instructions as to how to cast their vote, and alert the Chair and Curriculum Office.
- ◆ **July 29 Meeting Minutes** – The July meeting minutes will be sent out electronically to those members who were in attendance to be voted on electronically.
- ◆ **Other Business** – No business to discuss

Next Meeting – September 27

Meeting adjourned at 1:30 p.m.

