

Curriculum Advisory Board
Friday, October 22, 2021
1:30 pm
CHEC 227
Meeting Minutes

Voting Members Present

Daniel Birdsong, Sean Boyll, Adrienne Caughfield, Jillian DeShazo, Kathy Fant, Andrea Fields, Cynthia Gruver, John "Rusty" Haggard, Tiffany Heitz, Joan Hunsaker, Audri Luebbers, Paul Manganelli, Melinda McBee, Camin Melton, James Mergerson, Christine Millard, Barry Piazza, Heather Rawls, Charles Ring, Steven Rizzo, Rachna Sachdeva, Helen Wang

Voting Members Absent

Mark Popowski, Mike Rose (Jillian DeShazo – Proxy), Jimmy Wallace

Non-Voting Members Present

Ex-Officio Members: Daphne Babcock, Candace Hamilton-Meserole, Gloria Hurtado-Diaz, Brenden Mesch, Cameron Neal

Advisory Members: Lacy Castleman, Wendy Gunderson, Mari Lopez, Sarah Monroe

Non-Voting Members Absent

Ex-Officio: Jamie Mills

Others Present

Francis Choy, Mike Coffman, Debbie Dunn, Ervin Frenzel, Aparna Godbole, Jon Hardesty, Caryn Hawkins, David Malone, Robert Morphew, Jeremy Prince

Kathryn Fant called the meeting to order at 1:31 pm.

New Curricular Proposals

- ◆ **Associate of Science – Engineering FOS – Michael Coffman**
 - Civil Engineering
 - Students will be given the option to take a class from either the Creative Arts Component or the Social and Behavioral Sciences Component (instead of requiring them to choose only from the Creative Arts Component).
 - Mechanical Engineering
 - Students will be given the option to take a class from either the Creative Arts Component or the Social and Behavioral Sciences Component (instead of requiring them to choose only from the Creative Arts Component).
 - * After University of Texas at Dallas, Collin College engineering majors primarily transfer to University of Arkansas – Fayetteville. Allowing students the option to choose between the Creative Arts component and the Social/Behavioral Science component gives students the opportunity to take a necessary course (like economics) for university transfer.
 - Motion to approve → seconded → passed
- ◆ **Computer Networking – Jeremy Prince**
 - Program Revisions: These are due to Microsoft expiring all certifications for Windows Server 2016. This went into effect January 2020.
 - Integrated Networking Technologies Track: course terminations, new courses added:
 - * AAS – Integrated Networking Technologies Track

- * Certificate Level 1 – Integrated Networking Virtualization and Storage Technician
 - * Certificate Level 2 – Integrated Networking Administrator
 - Infrastructure (Routing and Switching) Track: course terminations, new courses added:
 - * AAS – Infrastructure Track (Routing and Switching)
 - * Certificate Level 2 – Infrastructure Administrator
 - Systems Track: course terminations, course sequence changes, new courses:
 - * AAS – Systems Track
 - * Certificate Level 1 – Systems Software Technician
 - * Certificate Level 1 – Systems Technician
 - * Certificate Level 2 – Systems Administrator
 - Wireless Track: course revision
 - * ○ AAS – Wireless Track
- New Courses Added to the Course Inventory
 - ITNW 1354: Implementing and Supporting Servers (Windows Server)
 - * Will replace ITMT 1372
 - ITSC 2325: Advanced Linux (Red Hat RH 124)
 - * Will replace ITMT 1373 in the Integrated and Infrastructure Tracks, but ITSC 2325 is *not* equivalent to ITMT 1373
- Course Revisions
 - ITNW 2375: revise prerequisites to “*ITCC 1344 or ITNW 1354 or ITSC 1316 or Consent of Associate Dean/Director*”
 - ITNW 2075 (linked to ITNW 2375): revise prerequisite to match
 - ITNW 2378: revise prerequisite to be only *ITSE 1359* (Wireless Track only)
 - ITSC 1316, ITCC 2377, ITCC 2379, ITMT 1371, ITNW 2375: revise prerequisite, change “*consent of Associate Dean*” to “*consent of Associate Dean/Director*”
- Course Terminations
 - ITMT 1372 – will be replaced by ITNW 1354
 - ITMT 1072 – linked to ITMT 1372
 - ITMT 1373 – will be replaced in the program, but replacements are *not* equivalent
 - ITMT 1073 – linked to ITMT 1373
 - ITMT 1374 – will be replaced by ITNW 1309 (Systems Track only)
 - ITMT 2304
 - ITMT 2305
- Motion to approve → seconded → passed
- ◆ **Cloud Computing – Aparna Godbole**
 - Program Revisions: course removed and new course added
 - AAS – Cloud Computing – Infrastructure
 - Certificate Level 1 Cloud Computing – Infrastructure
 - * Computer Networking plans to terminate ITMT 1372, which is a course required in Cloud Computing. ITNW 1354 will be added.
 - Motion to approve → seconded → passed
- ◆ **Information Systems Cybersecurity – Ervin Frenzel**
 - Program Revisions: courses removed, added, or revised; changes in course sequence; revisions to elective options for AAS and BAT
 - BAT in Cybersecurity
 - AAS – Information Systems Cybersecurity
 - Certificate Level 1 – Cybersecurity Infrastructure Technician

- Certificate Level 1 – Information Systems Cybersecurity
- Certificate Level 1 – CISSP Information Systems Cybersecurity Professional
- Course Removals
 - ITMT 1372 (terminated by IT Department)
 - ITMT 1373 (terminated by IT Department)
- New Courses to Be Added to the Course Inventory
 - ITSY 1371: OSINT and Introductory Security Analysis
 - ITSY 1372: Cyber-Psychology and the Effects of Emerging Technology
- Course Revisions
 - ITSY 2300: revise prerequisite by removing “*ITMT 1372 is strongly recommended*”
 - ITSY 2301, ITSY 2341, ITSY 2342, ITSY 2343, ITSY 2572, ITSY 2575: revise prerequisite, change “*consent of Associate Dean*” to “*consent of Associate Dean/Director*”
- Motion to approve with CAB recommendations → seconded → passed
 - CAB recommendations:
 - * ITSY 1372
 - Remove “and application of” from the course description so that the second sentence reads, “Concepts include the application of cyberpsychology through the identification of emotional intelligence and cultural intelligence in a modern environment.”
 - For ITSY 1372, change “interpersonal communications” to “interpersonal communication” in the course.
 - * Change ENGL 2311 requirement in the curriculum outline to read *ENGL 2311 (See Communication options)*.
 - * Change ENVR 1401 requirement in the curriculum outline to read *ENVR 1401 (See Life & Physical Sciences options)*.

Expedited Proposals

◆ Interior Design

- Course Terminations
 - INDS 1341 (teach out completed, course no longer offered)
 - INDS 1351 (teach out completed, course no longer offered)
 - INDS 1371 (teach out completed, course no longer offered)
 - INDS 1373 (teach out completed, course no longer offered)
 - INDS 2315 (teach out completed, course no longer offered)
 - INDS 2374 (teach out completed, course no longer offered)

◆ Urban Sustainable Agriculture

- Marketable Skills: ready for CAB review

- ◆ Motion to approve all expedited proposal items → seconded → passed

Informational Report

◆ Course Terminations (Catalog Cleanup)

- DMSO 1110 (replaced by DMSO 1210)
- DMSO 2130 (replaced by DMSO 2230)
- DFTG 2330 (replaced by DFTG 1330)
- GRPH 1359 (not required by any programs and is no longer offered)

◆ New AP Exam Credit

- Credit for COSC 1315 (Computer Science Principles) has been approved for Spring 2022.

Deans' Liaison Report – Brenden Mesch

- ◆ Topics at the previous Deans' meeting include:
 - Workday training and transitions. Some things are still in the works with HR like developing training processes that are needed for a lot of different things such as hiring committees.
 - Transition with supplemental instruction. There will be a new structure for developmental courses called FAST.
 - Discussion on first day access having better notes in Banner so students are fully aware of what they're getting into. This process has been more technical than anticipated, such as when coordinating first day access with ISDs.
 - Discussion on parts of term and consistency in what transfer courses are utilizing them. Workforce tends to have too many parts of term and there's confusion as to which one should be picked for each class. Additionally, another goal is to have a consistent percentage for the withdrawal date across different parts of term.
 - Discussion on dual credit and how to handle holidays, and the long-range planning on how to handle that with ISDs.
 - Continuing education course build guidelines and checklists.

Faculty Council Report – Melinda McBee

- ◆ Topics from the Faculty Council meeting on 9/24/21 include:
 - The Academic Government and Strategic Planning Committee had its first meeting on 10/18/21. President Roger Ward represents Faculty Council on that committee.
 - Ward was invited to serve on the CARES Act Committee, a committee which decides how to award the money provided by the CARES Act.
 - Concerns regarding whether faculty were consulted regarding vaccine incentives. It was noted that giving a personal day to faculty is not a viable incentive, because faculty can't take personal days very easily.
 - Compensation for science labs. Labs are not equally compensated between courses. Roger Ward suggested an ad hoc committee be assembled to investigate. Bridgette Kirkpatrick volunteered to serve as chair.
 - Mask signage. Ward asked that the council give recommendations for visible reminders for classrooms.
 - The Standing Faculty Council Committee's policy committee. Chairperson Jason Morgan called for more members and requested to investigate the grievance process with the intent to make changes.
 - The Technology Committee discussed the issues faculty have had with students using Canvas messenger and discussion boards to communicate with each other in order to cheat on quizzes. Faculty are encouraged to contact the eLC on ways to deal with this.
 - Rebecca Orr for COE reminded the council that Workday training is required for travel funding.
 - A reminder that 12/10/21 is the deadline for submitting student artifacts to COAT for assessment.
 - A request for more representation at the dean-level (not the associate deans-level) for better representation between disciplines. This will be further discussed at the next Faculty Council meeting.

Discussion Items

- ◆ We have added a new liaison for Prior Learning Assessment (PLA), Representative Donna Smith.
- ◆ Open Meeting Format: There is a desire for an open meeting format, but the details on how this process will be implemented will need to be worked out.
- ◆ Focus Area Criteria: An e-mail clarifying which focus area CAB members signed up for will be sent out.

- Three additional questions were added to the criteria.

CAB Business

- ◆ Status of CAB Recommendations: All previous CAB recommendations have been approved by leadership. There is nothing outstanding.
- ◆ September 24th Meeting Minutes
 - Motion to accept September minutes with attendance corrected → seconded → passed

Next Meeting – Friday, November 19, 2021 at 1:30 pm in CHEC 227

Motion to adjourn → seconded → meeting adjourned at 3:34 pm