Curriculum Advisory Board
Friday, March 24, 2023
1:30 pm
CHEC 107
Meeting Minutes

Voting Members Present
April Adams, Daniel Birdsong, Adrienne Caughfield, Gail Ellison, Andrea Fields, Anna Genneken, John "Rusty" Haggard, Joan Hunsaker, Audri Luebbers, Paul Manganelli, Camin Melton, Christine Millard, Mark Popowski, Heather Rawls, Charles Ring, Steven Rizzo, Mohammed Tahiro, Karina Taylor, Tristin Tiner, Jimmy Wallace, Kaycee Washington

Voting Members Absent
Jillian DeShazo (Proxy – Adrienne Caughfield), James Mergerson, Rachna Sachdeva, Helen Wang

Non-Voting Members Present
Ex-Officio Members: Daphne Babcock, Candace Hamilton-Meserole, Gloria Hurtado-Diaz, Donna Smith, Lupita Tinnen
Advisory Members: André Cameron, Wendy Gunderson, Sarah Monroe

Non-Voting Members Absent
Ex-Officio Members: Jamie Mills
Advisory Members: Mari Lopez

Others Present
Jocelyn Alexander, Sean Boyll, Lindsey Brown, Leon Deutsch, James Freedle, Kimberly Gentry, Caryn Hawkins, Richard LeBlanc, David Malone, Katie Robinson, Karen Stepherson

Chair Charles Ring called the meeting to order at 1:30 pm.

New Curricular Proposals
- ♦ **Automotive Technology – Sean Boyll**
  - Revised Awards
    - o Associate of Applied Science – Automotive Technology
      - ∗ Revise sequencing of courses, including all core curriculum courses.
      - ∗ Add MATH 1332 as the preferred course for the Mathematics 020 core component.
        - o MATH 1332 is preferred, but not required.
      - ∗ Add designation of when course is offered (first, second, or third 5-week session) where applicable.
      - ∗ Revise course(s).
    - o Certificate Level 2 – Automotive Service Technician (AST)
      - ∗ Revise sequencing of courses, including all core curriculum courses.
      - ∗ Add designation of when course is offered (first, second, or third 5-week session) where applicable.
      - ∗ Revise course(s).
    - o Certificate Level 1 – Express Maintenance Technician (XMT)
      - ∗ Add AUMT 2310 as an alternative course option to AUMT 2380.
      - ∗ Revise sequencing of courses, including all core curriculum courses.
      - ∗ Add designation of when course is offered (first, second, or third 5-week session) where applicable.

- ∗ Revise course(s).
  - o <u>Certificate Level 1 – Maintenance and Light Repair Technician (MLR)</u>
    - ∗ Revise sequencing of courses, including all core curriculum courses.
    - ∗ Add designation of when course is offered (first, second, or third 5-week session) where applicable.
    - ∗ Revise course(s).
- New Awards
  - o <u>Associate of Applied Science – Automotive Technology Honda PACT</u>
  - o <u>Associate of Applied Science – Automotive Technology Toyota T-TEN</u>
- New Course
  - o AUMT 2310 (*Automotive Service Consultant*)
- Course Revisions
  - o AUMT 1307 (*Automotive Electrical Systems*)
    - ∗ Increase lab and contact hours.
    - ∗ Decrease lecture hours.
  - o AUMT 1319 (*Automotive Engine Repair*)
    - ∗ Increase lab and contact hours.
    - ∗ Decrease lecture hours.
    - ∗ Remove prerequisite course.
    - ∗ Require Departmental Permit prior to registration.
  - o AUMT 1345 (*Automotive Climate Control Systems*)
    - ∗ Remove prerequisite/concurrent enrollment.
    - ∗ Require Departmental Permit prior to registration.
  - o AUMT 2307 [*Hybrid and/or Battery Electric Vehicle (BEV) Systems Diagnostics*]
    - ∗ Remove prerequisite courses.
    - ∗ Require Departmental Permit prior to registration.
  - o AUMT 2313 (*Automotive Drive Train and Axles*)
    - ∗ Remove prerequisite course.
    - ∗ Require Departmental Permit prior to registration.
  - o AUMT 2317 (*Automotive Engine Performance Analysis I*)
    - ∗ Increase lab and contact hours.
    - ∗ Decrease lecture hours.
    - ∗ Remove prerequisite courses.
    - ∗ Require Departmental Permit prior to registration.
  - o AUMT 2321 (*Automotive Electrical Diagnosis and Repair*)
    - ∗ Remove prerequisite course.
    - ∗ Require Departmental Permit prior to registration.
  - o AUMT 2325 (*Automotive Automatic Transmission and Transaxle*)
    - ∗ Revise title per WECM.
    - ∗ Remove prerequisite/concurrent enrollment.
    - ∗ Remove prerequisite course.
    - ∗ Require Departmental Permit prior to registration.
  - o AUMT 2334 (*Automotive Engine Performance Analysis II*)
    - ∗ Remove prerequisite course.
    - ∗ Require Departmental Permit prior to registration.
  - o AUMT 2337 (*Automotive Electronics*)
    - ∗ Remove prerequisite course.
    - ∗ Require Departmental Permit prior to registration.

- ♦ **CAB Discussion**:
  - For the Certificate Level 1 – Express Maintenance Technician award, is the idea behind creating AUMT 2310 as an alternative to AUMT 2380 to help with student retention?
    - o It's for both retention and completion numbers. There are students who get to the second semester and decide they don't want to complete the coop, so they don't end up getting the award. Allowing AUMT 2310 as an alternative gives students a route to completion if they don't intend on completing AUMT 2380. It also gives an option to dual credit students or students who are under the age of 18 who may be ineligible to participate in a coop.
  - So, are students taking AUMT 2310 in place of AUMT 2380?
    - o Students have the option to take one or the other.
  - What is the TSI?
    - o It means *Texas Success Initiative*, and a student must pass it in order to be considered college ready in math, reading, and writing. First-year students can declare the one-year certificate without worrying about the TSI until the following year. At that point, we can adjust their declared award to the level 2 certificate or the associate degree.
  - What percentage of the students are doing Honda, Toyota, and the General Track respectively? Are there enough students to be able to support all three tracks?
    - o Both the Honda and Toyota tracks are new, so we don't have the exact numbers at this time. However, we've been steadily increasing our enrollment. In 2020 during COVID, we had almost 90 students and now we're sitting at about 180, which includes both first- and second-year students. Honda and Toyota will each have one section of 15 students. Of the 100-120 new students, 30 students at most will enter these new tracks.
  - Are there any big differences between Toyota and Honda?
    - o The processes will be similar, so all of the skills will be transferable, but they're not exactly the same. They're different brands and manufacturers with different programs and training.
    - o We revised the general track to ensure a smooth transition in case someone chooses not to finish either the Toyota or Honda tracks. Alternatively, if students from Toyota or Honda decide to work for another manufacturer, then those skills will go with them.
  - Is it possible that other brands will also want to be added to our curriculum?
    - o There are other manufacturers out there with similar programs, but with our current lab space and number of instructors, we won't be able to take on any additional large, two-year programs at this time.
    - o We have the potential to take on smaller programs like Ford's ACE program, which we've retained. For that, the student takes our general automotive track and then they're given access to Ford's program if they want it. The student can then complete this additional training on their own time.
- ♦ Motion to approve as presented → seconded → passed

- ♦ **Communication Design – Richard LeBlanc**
  - Revised Awards
    - o Associate of Applied Science – Communication Design – Graphic Design Track
      - ∗ Revise ARTC 2335.
    - o Associate of Applied Science – Communication Design – User Experience Design Track
      - ∗ Remove ARTC 2335.
      - ∗ Add IMED 2311.

* ∗ Designate new Capstone, IMED 2311.
  * o Certificate Level 2 – Graphic Design
    * ∗ Revise ARTC 2335.
  * o Certificate Level 2 – User Experience Design
    * ∗ Remove ARTC 2335.
    * ∗ Add IMED 2311.
    * ∗ Designate new Capstone, IMED 2311.
* New Course
  * o IMED 2311 (*Portfolio Development*)
* Course Revisions
  * o ARTC 2335 (*Portfolio Development for Graphic Design*)
    * ∗ Remove UXUI 1371 as prerequisite option.

♦ **CAB Discussion**:
  * Are the majority of students pursuing both communication design tracks?
    * o On average, 50% of the user experience students are doing both. However, there is a much larger enrollment in graphic design since it has been around much longer and it's well established. The user experience is only a few semesters old and we only recently had our first user experience graduates come out of the program.

♦ Motion to approve as presented → seconded → passed

♦ **Information Systems Cybersecurity – James Freedle**
  * Revised Awards
    * o Bachelor of Applied Technology – Cybersecurity
      * ∗ Remove ITSE 1359.
      * ∗ Add ITSC 1342.
      * ∗ Add course to ITSY elective option, ITSY 2576.
      * ∗ Revise ITSY 1300 and ITSY 2301.
    * o Associate of Applied Science – Information Systems Cybersecurity
      * ∗ Remove ITSE 1359.
      * ∗ Add ITSC 1342.
      * ∗ Add elective option, ITSY 2576.
      * ∗ Revise ITSY 1300 and ITSY 2301.
    * o Certificate Level 1 – CISSP Information Systems Cybersecurity Professional
      * ∗ Revise ITSY 1300.
    * o Certificate Level 1 – Cybersecurity Infrastructure Technician
      * ∗ Revise ITSY 2301.
    * o Certificate Level 1 – Information Systems Cybersecurity
      * ∗ Revise ITSY 1300 and ITSY 2301.
  * New Course
    * o ITSY 2576 (*EC Council Certified Information Security Officer*)
  * Course Revisions
    * o ITSY 1300 [*Fundamentals of Information Security (Security +)*]
      * ∗ Revise title. Remove (Security +).
    * o ITSY 2300 (*Operating System Security*)
      * ∗ Revise course description per WECM.
    * o ITSY 2301 (*Firewalls and Network Security*)
      * ∗ Revise course title per WECM.
      * ∗ Revise course description per WECM.
      * ∗ Revise learning outcomes per WECM.

- ♦ **CAB Discussion**:
  - Is enrollment growing?
    - o Originally, we were at around 250 students when Director Frenzel started, and the program is now at about 2,000 students.
  - Where is ITSY 2576 on the curriculum outline?
    - o It's not on the outline because it's an added option for the elective.
  - How do you know when there are changes in WECM?
    - o WECM would do workshops where they would ask Texas community colleges to send a representative to discuss what needed to be updated. Last year, there were a lot of workshops for the computer courses such as for Computer Networking. We knew that changes were coming because they had e-mailed us to ask for recommendations to serve on the committee and Gregory Newman also served on the state committee.
    - o WECM revisions are in place by summer and every school has up to a year to update their courses to match. Many of the recent course revisions in WECM went into effect in September 2022, so we're going through the process of updating those courses before this upcoming fall.
  - What if the course that's needed isn't in WECM?
    - o If the course doesn't exist such as for ITSY 2576, that's when a Local Needs course is requested. If there's a high demand for a specific Local Needs topic, WECM may go ahead and create an actual WECM course that the colleges can use.
- ♦ Motion to approve as presented → seconded → passed

- ♦ **LVN-to-RN Bridge – Lindsey Brown**
  - Revised Awards
    - o Associate of Applied Science – LVN-to-RN Bridge
      - ∗ Remove RNSG 1118, RNSG 1215, RNSG 1475, RNSG 1533, RNSG 2162, RNSG 2230, and RNSG 2563.
      - ∗ Add RNSG 1137, RNSG 1216, RNSG 1301, RNSG 1424, RNSG 2138, RNSG 2362, and RNSG 2363.
      - ∗ Remove ENGL 1301 and Humanities/Fine Arts course from Pre-Program Requirements.
      - ∗ Revise sequencing of courses.
      - ∗ Revise courses.
  - New Courses
    - o RNSG 1301 (*Pharmacology*)
    - o RNSG 1424 (*Concept-Based Transition to Professional Nursing Practice*)
  - Course Revisions
    - o RNSG 1137 (*Professional Nursing Concepts III*)
      - ∗ Confirm major requirement on course description.
      - ∗ Revise prerequisite requirement.
      - ∗ Change corequisite requirement to prerequisite/concurrent enrollment.
    - o RNSG 1163 (*Clinical I – Registered Nursing/Registered Nurse*)
      - ∗ Revise title.
      - ∗ Confirm major requirement on course description.
      - ∗ Revise prerequisite requirement.
      - ∗ Revise corequisite requirement.
      - ∗ Add prerequisite/concurrent enrollment.
    - o RNSG 1216 (*Professional Nursing Competencies*)
      - ∗ Confirm major requirement on course description.

- * Revise prerequisite requirement.
- * Remove corequisite requirement.
- * Add prerequisite/concurrent enrollment.
  - o RNSG 1538 (*Health Care Concepts III*)
    - * Confirm major requirement on course description.
    - * Revise prerequisite requirement.
    - * Add corequisite requirement.
    - * Add prerequisite/concurrent enrollment.
    - * Add Additional Collin Outcome.
  - o RNSG 2138 (*Professional Nursing Concepts IV*)
    - * Confirm major requirement on course description.
    - * Revise prerequisite requirement.
    - * Change corequisite requirement to prerequisite/concurrent enrollment.
  - o RNSG 2362 (*Clinical III – Nursing – Registered Nurse Training*)
    - * Confirm major requirement on course description.
    - * Revise prerequisite requirement.
    - * Revise corequisite requirement.
    - * Add prerequisite/concurrent enrollment.
  - o RNSG 2363 (*Clinical IV – Nursing – Registered Nurse Training*)
    - * Confirm major requirement on course description.
    - * Revise prerequisite requirement.
    - * Revise corequisite requirement.
    - * Add prerequisite/concurrent enrollment.
  - o RNSG 2539 (*Health Care Concepts IV*)
    - * Confirm major requirement on course description.
    - * Revise prerequisite requirement.
    - * Add corequisite requirement.
    - * Add prerequisite/concurrent enrollment.
    - * Add Additional Collin Outcome.
- Terminate Courses
  - o RNSG 1118 (*Transition to Professional Nursing Competencies*)
  - o RNSG 1215 (*Health Assessment*)
  - o RNSG 1475 (*Transitional Professional Nursing Concepts*)
  - o RNSG 2162 (*Clinical II – Registered Nursing/Registered Nurse*)
  - o RNSG 2230 (*Professional Nursing Review and Licensure Preparation*)
  - o RNSG 2563 (*Clinical III – Registered Nursing/Registered Nurse*)
- ♦ **CAB Discussion**:
  - Are LVN students in the same sections as traditional RN students?
    - o They'll be in different sections, degree plans, cohorts, and instructors, and students cannot transition from one program to another.
  - How long do LVNs need to have worked before they can pursue the LVN-to-RN Bridge program?
    - o We do not have an admission requirement of work experience at the moment. Students can go directly from our LVN program to our RN program. Having a work experience requirement has been discussed before, but we wanted to keep the opportunity to have the pathways open. If we add in that requirement, it's going to delay their pathway expansion.
  - How does the department determine if the student has the competency to pursue the Bridge program if they didn't complete the Vocational Nursing program at Collin College?

- o Regardless of where the student received their training, they all have to take a licensing board to maintain their license and they have to maintain continuing education hours every year as well. We receive applicants from both Collin College and other schools, but ideally, everyone should be coming in at the same level.
  - o The first course in the first semester where we have the practice of skills offers students opportunities to demonstrate that they have the competency needed. Also, they cannot go to the clinical sites unless they've demonstrated competency of those skills, because we need students to be safe that those clinical sites.
  - o Additionally, adding a clinical to each semester allows us to see them in their environment throughout the program as opposed to leaving the clinical practice until the end.
- So, the LVN is a Pre-Program Requirement meaning students have to submit a copy of their licensure. Then, upon that submittal, the department will complete all of the PLA forms.
  - o Right now, on the application, students must have an active LVN license. We use an external tracking system that students must keep up to date and they must upload their LVN license. The department's administrator will run a student's license at the time of admission to make sure it's still active and that's part of the admission requirements to be in this track. For the traditional RN track, this isn't required.
  - o For PLA, students must have already completed three credit hours at Collin College to have their PLA credits applied. They must have successfully completed the transition courses in the first semester before the discipline lead will coordinate with the director to complete the PLA paperwork. The PLA forms would be provided to the students and it will be their responsibility to return them.
- Would it be one form for all the PLA or would it be one form for each course?
  - o It would be one form per student and each form should have a copy of the student's LVN license attached.
- Is there a time limit on the prerequisite courses like BIOL 2401?
  - o A traditional RN student has a time limit of five years. However, a licensed vocational nurse is presently working in the field so they'll have hands-on experience and they'll be actively utilizing their knowledge from those prerequisites.
- ♦ Motion to approve as presented → seconded → passed

- ♦ **Medical Assisting Advanced Practice – Leon Deutsch and Kimberly Gentry**
  - NOTE: *This proposal was originally presented at the February CAB meeting. However, it was tabled at the Academic and Student Services Committee (ASSC) meeting held on Friday, March 3rd. The ASSC requested there be a way to identify/document which courses cover medical terminology, such as by adding Additional Collin Outcomes.*
  - Revised Awards
    - o Associate of Applied Science – Medical Assisting Advanced Practice
      - ∗ Remove HITT 1305.
      - ∗ Add MDCA 1210.
      - ∗ Change MDCA 1154 to MDCA 1254.
    - o Certificate Level 1 – Medical Assisting Advanced Practice
      - ∗ Remove HITT 1305.
      - ∗ Add MDCA 1210.
      - ∗ Change MDCA 1154 to MDCA 1254.

- New course
  - MDCA 1254 (*Medical Assisting Credentialing Exam Review*)
- Course Revisions
  - MDCA 1154 (*Medical Assisting Credentialing Exam Review*)
    * Increase credit hours from 1 to 2.
      - This will change MDCA 1154 to MDCA 1254.
    * Increase lecture hours from 1 to 2.
    * Revise prerequisite.
  - MDCA 1309 (*Anatomy and Physiology for Medical Assistants*)
    * Add Additional Collin Outcomes.
  - MDCA 1360 (*Clinical – Medical/Clinical Assistant*)
    * Revise prerequisite.
    * Update State-mandated Outcome #1.
  - MDCA 1417 (*Procedures in a Clinical Setting*)
    * Add Additional Collin Outcomes.
- Course Terminations
  - MDCA 1154 (*Medical Assisting Credentialing Exam Review*)
    * Terminate as of Fall 2024.
- Motion to approve as presented → seconded → passed

Expedited Report
- There was no Expedited Report.

Informational Report
- Cooperative Education Termination – ITSW 1380 and ITSW 2380
  - Per the Computer Systems department, these unused cooperative education courses can be terminated.
- EMSP – Removal of NAEMT From EMSP Course Descriptions
  - The additional $85.00 fee for the National Association of Emergency Medical Technicians (NAEMT) was not approved, so the NAEMT statement must be removed from the course descriptions for EMSP 1355, EMSP 2305, EMSP 2330, and EMSP 2534.
- EMSP – "Consent of Associate Dean/Director" Prerequisite
  - The "Consent of Associate Dean/Director" prerequisite for EMSP 1355, EMSP 2143, EMSP 2206, EMSP 2305, and EMSP 2534 was marked as an existing registration requirement at the February CAB meeting, but it was actually a revision.
- Veterinary Technology – Removal of MATH 1376 From Math Options
  - The math substitutions for MATH 1314 can only include core math options, so MATH 1376 must be removed.

Institutional Review Board – Michael Rose

The Institutional Review Board (IRB) is a body at the college, which reviews any research involving human subjects that will go outside the college. If the research will stay within the classroom or if it is strictly departmental research, the IRB does not need to be involved. However, if this research involving students or members of the community will be presented outside of the college such as at a conference, the IRB will need to review the research project.

Graduate-level research projects by a Collin College faculty/staff member and research projects by investigators from outside the Collin College community will need to seek approval from the Research Vetting Committee by e-mailing researchrequests@collin.edu before submitting any information to the IRB for their review.

The primary focus of the IRB is not to evaluate whether or not the statistical model, testing system, etc. is good. The primary focus is to protect the researcher and the test subjects.

Dr. Sharon Eaves is the current Chair of the Institutional Review Board.

If you have any questions, please contact IRB@collin.edu.

Deans' Liaison Report – Lupita Tinnen
- 3.16.2023
    - Dr. Jennifer DuPlessis introduced herself as the new Chief Human Resources Officer.
        - Need for Improvement Feedback - our processes; recruitment; speed up compensation review; service level agreements (Provosts); use HR contacts on HR webpage.
        - HR Hotline/Helpline – 972-985-3783
    - CourseVite and Academic Appointments – Michelle Millen, Cassie Peak
        - In Fall 2024, there will be a new faculty load process loaded into Workday.
        - Academic appointments can be changed/added/edited by the Human Resource Campus Coordinators and the Assistant to the Dean.
            - The Assistant to the Dean will need to download the faculty appointment list and share it with the Associate Deans to check FT/PT faculty appointments. (This information does feed into CourseVite). There was a lot of conversation regarding whose responsibility it will be to cover this as many were not in agreement. The Deans will need to develop a proposal for who will be responsible for this in the future.
    - Conversation Workforce and Weekend College – Michelle Millen
        - Gaye Cooksey is over Weekend College and they decided to move some of the course in weekend college under her dean code. There were concerns with moving workforce programs to iCollin/Weekend. Some accrediting bodies do not look favorably on anyone else being involved other than the "Dean." Cooksey says they will communicate with the discipline.
        - Sarah Lee stated they will be looking initially at the general education courses. It's too early now to talk about workforce programs.
    - Syllabus Template Revision Discussion – Daphne Babcock
        - The Associate Deans had requested two items be added to the syllabus template in the contact information, including a statement on the turnaround for responding to e-mails and providing feedback. This was more in response to adjunct faculty.
        - This will go to Faculty Council with a request from the Associate Deans to make some revisions to that template.
    - Expectations in Online Courses During College Closure - Sarah Lee
        - The expectation is no assignments should be required during college closures such as Spring Break, because the college is *closed*.
        - It also applies to unplanned closures such as February's Ice Storm which required the closure of the college for four days.
        - The discussion regarding short-term closures (such as for an afternoon) were not discussed, but faculty have previously been asked in these situations to be flexible with students.
    - Fall 2023 iCollin Schedule – Sarah Lee
        - Summer is 80% staffed and they are now staffing adjuncts.
        - There have been meetings with the Deans to verify the fall before adding confirmation in Banner.

- As of March 20, the Associate Deans should have received access.
- Adjunct staffing in CourseVite starts March 23 and March 30.
- The verified Fall schedule will be sent out. The Associate Deans will need to communicate assignments to faculty and then Dean Lee will send the faculty information on First Day Access.
- Online Faculty Equipment Storeroom – Sarah Lee
  - A committee including Gwen Weatherford, Mark Fischer, and Rachel B. Walker will determine how to best disseminate/track equipment such as microphones, webcams, headsets, doc cameras, etc.
- Update on Adjunct Supervision – Dawn Richardson, Garry Evans
  - With CourseVite, adjunct faculty have been split up so the Associate Deans have a more equal amount of adjunct faculty who report to them. An e-mail was sent out just before Spring Break that was approved to be sent to the Associate Deans/Directors.
  - Kyle Bellue has been working on finishing up the Primary Supervisor List for adjuncts.

Faculty Council Report – Kaycee Washington

♦ Special Guest Terrance Brennan provided a short presentation on what the Dean of Students Office does. More specifically, he went into detail on the processes regarding submitting an academic violation form and on the appeals process.

♦ **President's Report: Roger Ward**
  - The Board voted *not* to increase tuition for next year.
  - The Academic Governance and Strategic Planning Council (AGS) is working on a 5-year Calendar which includes *not* closing Thanksgiving week. (There were concerns with the overlap of Wintermester, and running out of days if we closed that Monday and Tuesday). The 5-year plan also includes moving Spring Break back a week so it is between weeks 8 and 9 of the spring semester, which will better support 8-week classes.
    - Additionally, the 5-year calendar has the added benefit of being able to share that with our partner ISDs, so there are no surprises when we're closed for a different week than they are.
  - There was significant support for a proposed Emergency Relief Fund for students.
  - They addressed the impact of faculty overloads. According to administration, there has not been a significant financial cost difference between the overload cost at 1.35 for FT faculty members as opposed to what they were spending when faculty were on formula pay. However, that comparison is two years old.
  - There is a plan to change the language in Faculty Handbook to firm up the wording around the intention that faculty can teach two overloads per semester if the courses are available.

Standing Committees:
  - Common Good: Retiree Questionnaires are going out to retirees to gather input for their retirement celebrations.
  - Teaching and Learning: The faculty development advisory committee met and the Fall conference will focus on AI issues. The keynote will be cut to one hour and have roundtables to carry the event's timing to no later than noon on August 10.

District Committee Liaison Reports:
  - The Council on Excellence (COE) ballots are going out on March 27.

New Business:
- o There was discussion on the process for FT campus transfers. If you would like more information about the process, contact your Faculty Council representative, as they were provided with documentation from HR about the process. Concerns were raised about the ability of administrators from the original campus to stop the transfer process. Faculty Council will seek further clarification and request updates due to outdated language in the current documentation.
- o Concerns were discussed over faculty on some campuses being told they will be required to teach two dual credit classes at high school campuses and that this is sometimes with last-minute notice. Faculty Council believes they also need to have a voice in the conversation concerning dual credit scheduling.
- o Both issues will be raised at the next Faculty Council Executive Council meeting with Dr. Johnson.

Prior Learning Assessment Report
- ♦ There was no Prior Learning Assessment Report.

CAB Business/Discussion Items
- ♦ Status of CAB Recommendations: Most of the CAB recommendations from February were approved by leadership, but:
  - o The Biology Expedited Proposal to update the title of BIOL 2420 to "Biology for Health Science and Non-Science Majors" was not approved.
  - o The Medical Assisting Advanced Practice Proposal was tabled as previously explained.
  - o The Urban Sustainable Agriculture Expedited Proposal was approved with the recommendation to remove the list of prerequisites from AGCR 2586. In doing so, the only prerequisite for AGCR 2586 will be, "Consent of Associate Dean/Director".
  - o The Veterinary Technology Expedited Proposal, although approved, required an additional revision to remove MATH 1376 from the list of MATH 1314 course substitutions. This revision can be found in the Informational Report.
- ♦ February 24th Meeting Minutes
  - o Motion to approve minutes → seconded → passed

Next Meeting
- ♦ Friday, April 21st at 1:30 pm in CHEC 107

Motion to adjourn → seconded → meeting adjourned at 3:03 pm