

**Curriculum Advisory Board**  
**Friday, July 21, 2023**  
**1:30 pm**  
**ZOOM**  
**Meeting Minutes**

**Voting Members Present**

April Adams, Daniel Birdsong, Adrienne Caughfield, Jillian DeShazo, Gail Ellison, Andrea Fields, Anna Genneken, John "Rusty" Haggard, Audri Luebbers, Paul Manganelli, Camin Melton, James Mergerson, Christine Millard, Mark Popowski, Heather Rawls, Charles Ring, Steven Rizzo, Rachna Sachdeva, Karina Taylor, Tristin Tiner, Jimmy Wallace, Helen Wang, Kaycee Washington

**Voting Members Absent**

Joan Hunsaker, Mohammed Tahiro (Proxy – Kaycee Washington)

**Non-Voting Members Present**

Ex-Officio Members: Candace Hamilton-Meserole, Gloria Hurtado-Diaz

Advisory Members: André Cameron, Wendy Gunderson, Mari Lopez, Sarah Monroe

**Non-Voting Members Absent**

Ex-Officio Members: Daphne Babcock, Jamie Mills, Donna Smith, Lupita Tinnen

Advisory Members: none

**Others Present**

Jocelyn Alexander, Caryn Hawkins, Karen Stepherson

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

**New Curricular Proposals**

- ◆ There were no new curricular proposals.

**Expedited Proposals**

- ◆ There were no expedited proposals.

**Informational Report**

- ◆ Commercial Music Prerequisite Statements in Course Descriptions
  - ◆ MUSC 2447, Audio Engineering III
    - Correct prerequisite requirement from “C” or better to “B” or better.
  - ◆ MUSC 2448, Audio Engineering IV
    - Correct prerequisite requirement from “C” or better to “B” or better.

**Deans’ Liaison Report – Wendy Gunderson**

- ◆ Several of the deans attended the SACS Summer Institute, so there was a follow-up discussion on that.
- ◆ There was discussion on the changes in funding in the legislature from this spring. Currently, funding is mostly determined by the number of contact hours, but this will change to performance-based funding. (Some of our funding, about 15-20%, is already based on performance funding per success points). The Coordinating Board worked on some rules this summer and they will go to a vote in a special meeting in August to implement this policy this fall.

- Performance-based funding includes completers and other benchmarks. A lot of the success points that we get have been switched to completers, which includes dual credit students who complete at least 15 credit hours, and students who earn at least 15 credit hours and transfer to a four-year institution. Additionally, funding will also be higher in “high-demand” areas of study for level 1 certificates, level 2 certificates, degrees, and advanced technical certificates. (Level 3 certificates weren’t specifically mentioned).
- For smaller institutions, such as those with about 5,000 students, this transition in funding could have a significant impact on them. Therefore, they will receive baseline funding to make sure they can stay open during this transition.
- When the Coordinating Board sent information on the changes in funding, they had compiled a spreadsheet of all the institutions based on what the new rules will be and what our funding would be like in the next biennium. Per their review of our data on completers from the past two to three years, Collin College is on track to earn more money on performance-based funding than contact hour funding. Regardless, this change will require a shift in our focus from contact hour funding to a greater focus on getting students through programs and getting them to those milestones.
  - This change in funding shouldn’t affect how faculty are paid.

### **Faculty Council Report**

- ◆ There was no Faculty Council report.

### **Prior Learning Assessment Report – Wendy Gunderson**

- ◆ The PLA proposals presented at the PLA Review Board’s April meeting were approved by leadership. These include PLA opportunities for the revised *LVN-to-RN* program, which came through CAB in March of this year, and the *Early Childhood Educator* program. All courses submitted for PLA were based on industry certifications.
  - **LVN-to-RN Bridge (starting Fall 2023)**
    - RNSG 1125, Professional Nursing Concepts I
      - Industry Certification
        - Licensed Vocational Nurse (LVN)
    - RNSG 1126, Professional Nursing Concepts II
      - Industry Certification
        - Licensed Vocational Nurse (LVN)
    - RNSG 1161, Clinical I – Nursing – Registered Nurse Training
      - Industry Certification
        - Licensed Vocational Nurse (LVN)
    - RNSG 1430, Health Care Concepts I
      - Industry Certification
        - Licensed Vocational Nurse (LVN)
  - **Early Childhood Educator (starting Summer 2023)**
    - CDEC 1317, Child Development Associate Training I
      - Industry Certification
        - Child Development Associate (CDA) National Credential
    - CDEC 2322, Child Development Associate Training II
      - Industry Certification
        - Child Development Associate (CDA) National Credential

- CDEC 2324, Child Development Associate Training III
  - Industry Certification
    - Child Development Associate (CDA) National Credential
- ◆ PLA proposals for *Health Professions – Certified Nurse Aide (CNA)* and *HVAC (Heating, Ventilation, and Air Conditioning)* were presented at July’s meeting. A recording of the proposals was sent to PLA Review Board members for an electronic vote. If approved, the PLA proposals will be submitted to leadership for their review.

### **CAB Business/Discussion Items**

- ◆ Status of CAB Recommendations: The April and May CAB recommendations for Aesthetician, Information Assurance, and Medical Massage Therapy were approved by college leadership. These programs were then approved by the Board of Trustees in June. All programs will now go to the MHERC (Metroplex Higher Education Regional Council) for review.
- ◆ Chair-Elect Discussion: CAB members were asked to begin thinking about the Chair-Elect position. Questions can be sent to Adrienne Caughfield, Wendy Gunderson, Sarah Monroe, or Charles Ring. Ideally, a Chair-Elect will need to be in place by October so they can shadow the 2023-2024 CAB Chair Adrienne Caughfield.
- ◆ August Training: The August Training will be held August 16<sup>th</sup> at 10:00 am, which will be followed by the first CAB meeting of 2023-2024. The deadline to submit proposal documents to the Curriculum Office is August 1<sup>st</sup>, so it’s possible there may be some proposals in August.
  - The training is for CAB members, but any ex-officio members and liaisons are welcome to attend.
  - Three new CAB members will be coming on this fall.
- ◆ Certifications of Appreciation
  - Some members of CAB will be rolling off this year. Thank you all for your service!
    - Camin Melton (2020-2023)
    - Mark Popowski (2017-2023)
    - Charles Ring (2015-2023)
      - Thank you, Charles, for your leadership as the 2022-2023 CAB Chair!
- ◆ May 12<sup>th</sup> Meeting Minutes
  - Motion to approve minutes → seconded → passed

### **Next Meeting**

- ◆ Wednesday, August 16<sup>th</sup> at 10:00 am in CHEC 225

Motion to adjourn → seconded → meeting adjourned at 1:48 pm