



Welcome to CAB!

(edited for online reference)

2023-2024

CAB Agenda for Training/Orientation

- Texas Success Initiative (TSI)
 - TSI Completion
 - TSI and Certificate 1/OSA
- CAB Membership
- Our Charge
- What We Do
- When Programs Come to Us
- Curriculum Flow Chart
- CAB Documents
- Sample Curriculum Outline
- Accessing CAB Documents
- Other Considerations
- Resources

But First...TSI

- What does “TSI Complete” really mean?
- Which awards can require TSI-dependent courses?
 - Associate Degrees
 - Certificate Level 2
 - Certificate Level 3 (Enhanced Skills Certificate)
 - Advanced Technical Certificates
- Which awards raise questions regarding TSI-dependent courses?
 - Certificate Level 1
 - Occupational Skills Award (OSA)
- What happens if a Level 1 certificate or an OSA requires a TSI-dependent course?

CAB Membership

- CAB Chair – formally guides the meetings (*selected by voting members*)
- CAB Chair-Elect – in training to be Chair and leads meetings when the Chair is absent (*selected by the voting members*)
- Faculty Council Representative – gives report of discussions from the most recent Faculty Council meetings (*usually a volunteer voting member*)
- Ex officio (i.e. non-voting members)
 - Liaisons from Academic and Workforce Deans
 - Liaison from Student Enrollment Services (SES)
 - Liaison from Institutional Research Office (IRO)
 - Liaison from Academic Partnerships
 - Liaison from Prior Learning Assessment (PLA) Review Board

CAB Membership (Cont'd)

- 25 Voting Members - Faculty
 - 14 from Transfer/Developmental Education Disciplines
 - One each from nine Foundational Component Areas of core curriculum
 - One representative from Developmental Education
 - One representative from non-core Transfer disciplines
 - Three at-large representatives from Transfer disciplines (*for campus coverage*)
 - 11 from Workforce Disciplines
 - One representative from Nursing AAS program
 - Two representatives from Health Sciences programs
 - One representative from Workforce programs at Frisco campus
 - One representative from Workforce programs at Allen Technical campus
 - One representative from Baccalaureate programs
 - Five at-large representatives from Workforce disciplines (*for campus coverage*)
- Voting members - serve as liaisons to their academic departments, divisions, (including the Dean and the faculty), and campus. More importantly, each of you serves as liaison to the entire faculty of Collin College.

Our Charge

- The Curriculum Advisory Board (CAB) is charged with:
 - Reviewing all changes in curricula or catalog listings, including the addition of new courses and programs, and
 - Making recommendations to the designated Academic Officer in accordance with the policies of the Collin College Board of Trustees, the Texas Higher Education Coordinating Board (THECB), the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), and the US Department of Education.
 - Further, the CAB is charged with providing a faculty-driven forum to address college-wide issues through a curricular perspective in agreement with Board Policy EFA (LOCAL).

What We Do

All members of the CAB shall review each course / program proposal to verify the following:

- The course / program is consistent with the mission and strategic plan of Collin College.
- The course / program is relevant to its degree / certificate awards.
- The course / program is not a duplication of other courses / programs offered at Collin College.
- The course / program title seems appropriate.

What We Do (Cont'd)

All members of the CAB shall review each course / program proposal to verify the following:

- The course / program includes measurable student learning outcomes.
- The program includes the necessary courses to satisfy any technical and general education curriculum requirements of all approving bodies.
- The course / program has sufficient resources and commitment to support the proposal.

What We Do (Cont'd)

All members of the CAB shall review each course / program proposal to verify the following:

- The course title leads with wording from the Academic Course Guide Manual (ACGM) for academic transfer courses or wording from the Workforce Education Course Manual (WECM) for technical workforce courses.
- The course description is appropriate and includes all the THECB-approved, and any other necessary, information (prerequisites, lab hours, etc.).
- The course is compliant with common course numbering, accuracy of approval numbers, and other administrative details consistent with the guidelines of the THECB, the SACSCOC, and the US Department of Education.

When Programs Come to Us

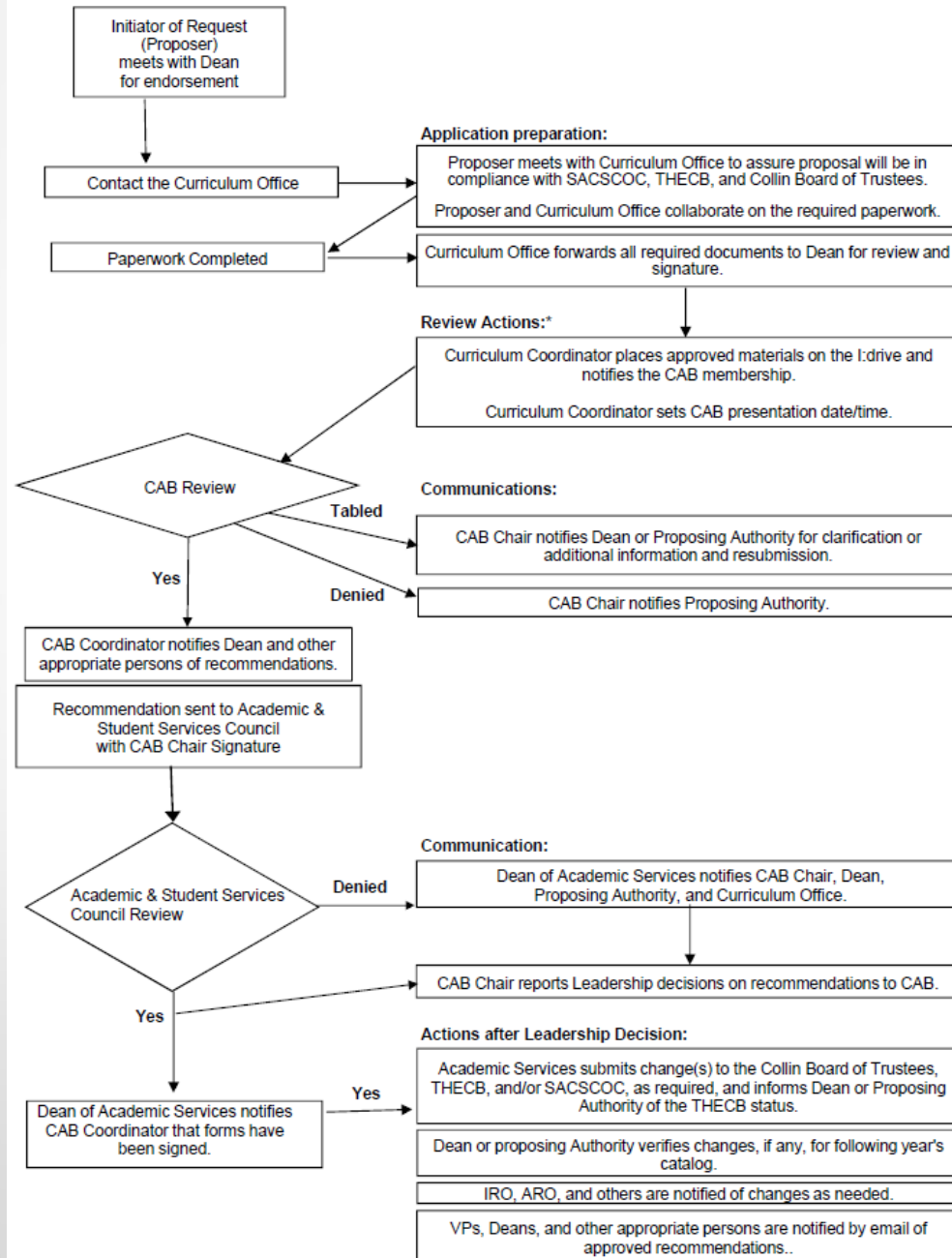
To Propose Something New:

- Examples: new programs, adopting a field of study, workforce awards, courses (including Special Topics and Local Needs), etc.

To Propose Revisions:

- Examples: adding/revising/removing courses in awards, increasing/decreasing credit hours, rearranging course sequencing, updating Marketable Skills, updating the Assessment Plan, etc.

Curriculum Flow Chart



* Exact procedures subject to change based upon external regulatory and/or accrediting body requirements.

CAB Documents

- Agenda
- Formal Proposals
 - Example: AAS – Construction Technology – Carpentry (*next slide*)
 - Blue = Add
 - Green = Change
 - Red = Delete
- Expedited Report (includes all Expedited Proposals)
- Informational Report (non-voting items)
- Meeting Minutes from the previous meeting

COLLIN COLLEGE Curriculum Outline

CIP: 46.0201

AAS - Construction Technology - Carpentry

FIRST YEAR

First Semester	Prerequisite and/or Concurrent:	<u>Lec</u>	<u>Lab</u>	<u>Ext</u>	<u>Cont</u>	<u>Credit</u>
OSHT 1305 OSHA Regulations – Construction Industry		2	2	0	64	3
CNBT 1311 Construction Materials and Methods I		2	2	0	64	3
CNBT 2342 Construction Management I (Moved from First Year, Second Semester)		3	0	0	48	3
CNBT 1374 Technology for the Mobile Workforce						
ECON 1301 Introduction to Economics (See Social/Behavioral Sciences options)		3	0	0	48	3
MATH 1324 Mathematics for Business and Social Sciences (See Mathematics options)		3	1	0	64	3
Total Hours		13	5	0	288	15
Second Semester		<u>Lec</u>	<u>Lab</u>	<u>Ext</u>	<u>Cont</u>	<u>Credit</u>
BMGT 1305 Communications in Management		3	0	0	48	3
CNBT 1300 Residential and Light Commercial Construction Drawings		2	2	0	64	3
CNBT 1318 Construction Tools and Techniques (Moved from Second Year, First Semester) (Contact Hour Decrease)		2	2	0	64	3
ENGL 1301 Composition I		3	1	0	64	3
HUMA 1301 Introduction to Humanities (See Humanities/Fine Arts options)		3	0	0	48	3
Total Hours		13	5	0	288	15
Summer Semester		<u>Lec</u>	<u>Lab</u>	<u>Ext</u>	<u>Cont</u>	<u>Credit</u>
Elective * (Contact Hour Decrease)		2	2	0	64	3
Total Hours		2	2	0	64	3

SECOND YEAR

First Semester

			<u>Lec</u>	<u>Lab</u>	<u>Ext</u>	<u>Cont</u>	<u>Credit</u>
CRPT	1311	Roof Systems (Moved from Second Year, Second Semester) (Contact hour increase)	2	2	0	64	3
			Pre/Co: CNBT 1318				
CRPT	1315	Wall Systems (Contact Hour Decrease)	2	2	0	64	3
CRPT	1323	Floor Systems (Contact Hour Decrease)	2	2	0	64	3
CRPT	1325	Forms and Foundations I (Contact Hour Decrease)	2	2	0	64	3
SPCH	1321	Business and Professional Communications (See Speech options)	3	0	0	48	3
Total Hours			11	8	0	304	15

Second Semester

			<u>Lec</u>	<u>Lab</u>	<u>Ext</u>	<u>Cont</u>	<u>Credit</u>
CNBT	1342	Building Codes and Inspections (Capstone) (Contact Hour Decrease)	3	0	0	80	3
			Departmental Permit				
CRPT	1341	Exterior Finish Systems (Contact Hour Decrease)	2	2	0	64	3
			Pre/Co: CRPT 1311 and CRPT 1325				
CRPT	1345	Interior Finish Systems (Contact Hour Decrease)	2	2	0	64	3
			Prerequisite: CRPT 1315 and CRPT 1323				
CRPT	1371	Advanced Carpentry Techniques (Capstone)	2	2	0	64	3
			Prerequisite: CRPT 1311, CRPT 1315, CRPT 1323, CRPT 1325				
Total Hours			9	6	0	272	12
GRAND TOTAL HOURS						1216	60

* Elective (3 credit hours): ELPT 1371, HART 1371, OSHT 1307, or PFPB 1371

Accessing CAB Documents

- The Curriculum Office will e-mail the agenda and other related meeting documents to members about one week before the CAB session.
 - Contact the Help Desk if you need updated Adobe Acrobat Pro software to open the documents.

Other Considerations

- Revising awards and/or courses may impact other awards within a program. We should broaden our perspective to look at the entire program.
- Some courses are shared between different programs, so it's imperative that the proposer communicate the proposed revisions to any affected department(s) in case they have any questions or concerns.
- If a specific core course is required in a workforce program/award to satisfy part the core curriculum requirement, a rationale must be provided as to why other core courses in the same component area are not permitted.
- Programs with Prior Learning Assessment (PLA) should reexamine their PLA opportunities whenever they submit a curriculum proposal.

Resources

- Guidelines for Instructional Programs in Workforce Education (GIPWE)
- Workforce Education Course Manual (WECM)
- Academic Course Guide Manual (ACGM)
- CAB Operational Procedures and Guidelines
- Quick Guide for Programs and Awards
- General Education Core
- AAS General Education Core
- Curriculum Office Intranet Page
 - Faculty Tab
 - Faculty Links - Curriculum