

5/13/2003

**SPRING 2003
CURRICULUM REVIEW COMMITTEE**

MINUTES

Meeting Conducted Electronically

Scheduled meeting on Tuesday, February 25, 2003 was canceled due to college closing. The meeting was conducted electronically Thursday, February 27, 2003 through Monday, March 3, 2003.

Committee members participating electronically: Ben Wickersham, Committee Chair, Jim Nixon, Shirley Robertson, Bob Grazinski, Don Mikles, Jim Yeonopolus, Johnelle Welsh and Laura Ann Forest-Griffin.

Members absent: Bill Alexander, Jerry Herrick

ACTION ITEMS (Effective Fall 2003)

Programs Revisions

- #1 Nursing (Field of Study Course Changes)
- #2 Computer Science (Add Specialization)
Web Master Specialization
- #3 Graphics and Printing (WECM Course Changes)

Action Item #1

Nursing: Four new university parallel courses are approved for the Associate Degree Nursing program. The new state approved Nursing Field of Study requires the addition of the new courses to replace four WECM courses. The WECM courses will be placed in a "history status" on the course table.

Action Item #2

Computer Science is approved to add a new 64 semester-credit-hour degree Specialization, Webmaster. Three new courses are added to the course table to meet degree requirements. A major code will be assigned by the Systems Registrar.

Action Item #3

Graphics and Printing is approved to add three new ARTC courses that will replace three GRPH courses due to WECM course changes in the existing degree program.

Degree Requirements (Add Statement)

- Associate in Applied Science
- Associate in Applied Science in Applied Technology
(Institutional Award offered Fort Hood and Distance Learning only)

Action Item #4

The following statement is approved and will be added to the degree requirements narrative in the catalog and on the web for the Associate in Applied Science and the Associate in Applied Science – Applied Technology degrees. This additional statement does not change the degree requirements. It will, however, ensure that CTC is meeting the SACS general education component requirement.

The associate in applied science general education component must constitute a minimum of 15 semester credit hours drawn from and include at least one course from each of the following areas: Humanities/Fine Arts; Social/Behavioral; and Natural Science/Mathematics.

Course addition/deletions/pre/co-requisites

Action Item #5

The attached list of course addition/deletions/pre/co-requisites is approved. These changes are a result of changes made to programs reviewed in Action Items 1-3 and/or based on recommendation by the Instructional Department Chair.

5/13/2003

Core Curriculum

Action Item #6

The Committee approved the required Academic Core delete PHYS 1405 from Core Area Natural Science (030) and add DRAM 1330 in the Core Area Humanities-visual/performing arts (050).

INFORMATIONAL ITEMS

Item #7 No Action Required

The Texas Higher Education Coordinating Board has approved three new Field of Study (FOS) curricula and proposed one new one. Nursing (approved), Criminal Justice (approved), Computer Science (approved), and Communications (proposed).

Instructional Department Chairs have expressed concern over the limited number of courses identified in the FOS areas. Colleges are invited to comment and CTC faculty has participated in discussions regarding the selection of courses. The result is primarily driven by the receiving institution (university).

Item #8 No Action Required

CTC's Reaffirmation of Accreditation is well underway. Each of you has been provided an opportunity for an orientation. The Principles of Accreditation are included in your materials. Please call either Mr. Wickersham or Laurelyn if you have any questions. We will continue to keep you posted on the progress of the process. SACS-COC – Accreditation Review Process <http://www.sacscoc.org> Principles of Accreditation: Foundations for Quality Enhancement

Item #9 No Action Required

The current approved program curricula are available from the CTC web page, course descriptions and course syllabi are available from the CTC, Instructional Services web page.

The THECB Community and Technical Colleges web page houses both the university parallel and workforce education courses. THECB – ACGM and WECM <http://www.thecb.state.tx.us> Instructional Services also has current course information and hard copies available.

Educational Program Update - All Campuses

There is an update from Jim Yeonopolus, Deputy Chancellor regarding the Europe Campus. CTC will be starting college program offerings in Europe beginning August, 2003.