

CURRICULUM REVIEW COMMITTEE MINUTES

Thursday, June 25, 2009

3:00-4:00 pm

Starlight Conference Room

Members in Attendance: Bill Alexander, Bill Beebe, Sharon Davis, Bob Grazinski, Jim Nixon, Dana Watson, Ken Word, Johnelle Welsh, Diana Castillo, Ken Austin, Jerry Herrick, Sandra Thomason

Members Absent: Jim Yeonopolus, Don Mikles, Lillian Kroeger

Visitor: Jane Zimmerman, Director, Learning Outcomes Assessment

Agenda Items:

- Bill Alexander called the meeting to order.
- Instructional and Accreditation Support Services Update: Dean Watson reported on future instructional program reviews being conducted through the Learning Outcomes Assessment office. This is a natural progression as QEP oversaw activities related to course learning outcomes review and will now move this review to a program level. This review will be developed with IE and strategic planning collaboration.
- Student Developmental Services Update: Dean Welsh noted that any changes approved at this meeting would be effective for the GAE (Go Army Ed) portal beginning with the Jan, Feb, Mar registration.
- Action Items were presented to the Committee with approval/disapproval so noted.
 - Computer Science: Bob Grazinski, Department Chairman, presented a revision the Microsoft Administrators Certification (MCS8) certificate of completion. The revision moves the courses from vendor specific courses to the generic state approved WECM courses. Faculty members will be required to pass the associated vendor exams prior to teaching. The institution will not participate in the requirements to be a licensed vendor site. The title of the certificate will change from Microsoft System Administrator to Network System Administrator. A motion to accept the revision as presented was made, seconded and approved.
 - Mathematics: Dr. Word, Department Chairman, Mathematics, explained to the committee the necessity of revising the contact hour break out between lecture and lab for the three Calculus courses offered by the department. It was agreed that the courses would be offered for a total of 64 hours of lecture and awarded 4 semester credit hours. The My Math Lab computer software would continue to be used as a means to assist student outside of the traditional lecture time-frame.

- New courses for development in alternate delivery methods were presented by several department chairmen.
 - Computer Science (ITNW1458,1408, 1454, 2456)
 - Mental Health Services (DAAC-2301)
 - Electronics (ITCC-1404, ITCC-2408, ITCC-2410)
- A motion was made for the above mentioned courses to be developed in the online delivery format. Motion was seconded and approved by the committee.
- Information Items: Curriculum Updates
- Dean Update: Mr. Beebe informed the committee that CTC had been awarded the PFEC and the PACE contracts for an additional 5 year period.
- Adjourn

Next Meeting: September 17, 2009