

**CHAIRPERSON:** Julia Garcia**Curriculum Committee Meeting****DATE:** 12-2-16**TIME:** 8:30 a.m.**PLACE:** E-111**RECORDER:** Mary Cowan**PREVIOUS MEETING:****MEMBERS PRESENT****OTHERS PRESENT**

Mary Cowan	
Mark Secord	
Kevin Behr	
Thomas Camacho	
Daniel Vernazza	
Joel Lopez	
Laura Yeck	
Todd Ecklund	
Julia Garcia (lifesize)	
Noemi Aguilar	
Jack Young	

AGENDA	DISCUSSION~ACTION~INFORMATION	RESPONSIBILITY
Associate of Arts Field of Study – Business Administration	<p>Dean Garcia – We have been working with SAMA and Workforce Solution of the Coastal Bend and Workforce Solutions of Alamo. We are looking at the Business Administration being a field of study.</p> <p>Dean Garcia reviewed the purpose of the curriculum.</p> <p>Kevin – It appears all courses transfer.</p> <p>Jarod Bleibdrey and Jack Young did the research.</p> <p>Dean Secord – The columns of the matrix are off one column.</p> <p>Dean Garcia – The SLO's are from the end of course outcome.</p> <p>Dr. Ecklund – In the future we will be doing this differently. We should be looking at the courses first.</p>	



Dean Garcia – All courses are from ACGM. They are all active.

Dr. Ecklund – We are approving the classes and the degrees to put into the catalog. Must have 42 hr. core and 12 hrs. must be business courses. Will have a dedicated set schedule.

Noemi – It is 50% Academic and 50% Workforce. All other workforce degrees we already have are 39 hrs. workforce and 21 hrs. academic

Daniel – Would like to see a set schedule.

Dr. Ecklund – Courses need to be taught day, evening and night.

Daniel – The purpose statement needs to be rewritten. It needs to include guaranteed to cover 1<sup>st</sup> 2 years.

Dr. Ecklund – It needs to be rewritten as: The Business Administration degree program is a 2 year field of study that is inclusive of the core to complete the Associate of Arts Business Administration degree. This field of study may transfer to a 4 year college or university.

Dr. Ecklund – This will be sent to the state after the CBC Board approves it. We can put it in catalog as pending once it has been submitted to the state.

Dean Secord – Isn't ENGL 1301 part of the core?

Daniel – Don't they need extra 3 hrs. of history. Then we have 3 hrs. too many. 3 hrs. needs to be removed from the curriculum.

Dr. Ecklund – Noemi needs to take the matrix and fix the typos and shift the one column over.



	<p>Joel Lopez made the motion to table the field of study until the changes are made.</p> <p>Laura Yeck 2<sup>nd</sup> the motion to table until the changes are made. All members were in favor to table until the changes were made. These include adding history, removing a course and shifting the columns in the matrix.</p>	
<p><b>Associate of Applied Science - Business Management</b></p>	<p>Dean Garcia reviewed the purpose of the curriculum.</p> <p>Dr. Ecklund – Are the core requirements for general education met?</p> <p>Dean Garcia – There are 5 classes with 15 credits from the core.</p> <p>Dean Secord – Matrix needs columns shifted.</p> <p><b>Laura Yeck made motion to approve with the typos corrected.</b></p> <p><b>Joel Lopez 2<sup>nd</sup> the motion to approve.</b></p> <p><b>All members were in favor to approve the Associate of Applied Science – Business Management degree.</b></p> <p><b>Noemi will make the changes to submit for the board package.</b></p>	
<p><b>Associate of Applied Science – Pre-Engineering Design</b></p>	<p>Dean Garcia reviewed the Pre-Engineering Design.</p> <p>Dean Secord – The degree has enough hours for the core.</p> <p>Dean Garcia – There were several courses not able to be found in WECM or ACGM so different courses were substituted.</p> <p>Jack Young – This degree was put together due to reading an article that states we need to double the number of engineers in Texas. Explained what was in the article.</p>	



	<p>Daniel – Are we eliminating drafting?</p> <p>Jack – No. The courses that Dean Garcia could not locate, may have had typos because they were in the WECM or ACGM. The courses that were originally in the degree were important classes to have because of the civil engineering. We need to put these classes back into the degree.</p> <p>Dean Garcia – We need to keep drafting until at least next year to do a better analysis.</p> <p>Jack – We are needing to hold onto the drafting in workforce degrees.</p> <p>Daniel – Can we teach this on all 4 campuses?</p> <p>Jack – We have CAD on all 4 campuses.</p> <p>Kevin – Process Technology trailer can be used for labs.</p> <p>Jack – We could have a rolling schedule for the trailer to be moved to the different campuses. While it was being used on one campus for the lab, the other campuses would have to have another assignment.</p> <p>Dr. Ecklund – Jack how long would it take to look at and correct putting the original classes back in the degree?</p> <p>Laura Yeck made the motion to table and review again in January when classes are put back in the degree for civil engineering. Joel Lopez 2<sup>nd</sup> the motion.</p> <p>All members were in favor of tabling until January.</p>	
Misc.	<p>Dr. Ecklund – We are going to format this meeting differently in the future. We are going to lay out a plan. A Curriculum Committee meeting will be scheduled once a</p>	