

# MEETING MINUTES FOR

## Curriculum and Academic Policy Council

**Meeting Date:** August 27, 2009

**Present:** Thomm Beggs, Zuri Brecada, Doug Goostree, Christine Grela, Charlie Huang, Gwen Koehler, Cynthia Letteri, Robert McCord, Tony Miksa, Amy Ortiz, Laura Power, Sarah Ruthven, Paul Stahmann, Sarah Sullivan, Steve Young, Pat Zocol

**Absent:** None

**Others:** Jim Falco, Ron Geary, Normah Salleh-Barone, Thomas Takayama, Bob Whittaker, Vicki Brenan, Paul Hamill, Joann Johnson, Luisa Lauf, Ramona Silvester, Diane Terlep, Flecia Thomas

**CALL TO ORDER:** 2:40 p.m.

**ANNOUNCEMENTS:** Members were introduced; Officers include Doug Goostree (Chair), Sarah Ruthven (Vice-chair), and Robert McCord (Sergeant at Arms).

The CAPC Organizational Meeting with the standing committees will be on Thursday, September 3, 2009, in the Employee Dining Room from 2:30—4:00 p.m.

<u>Committee</u>	<u>Chair</u>	<u>Resource</u>	<u>Support Staff</u>
CDR	Christine Grela	Jim Falco	Linda Christopher
CPR	Sarah Sullivan	Bob Whittaker	Kathi Loser
PR	Robert McCord	Normah Salleh-Barone	Missy Spengel
SPAS	Sarah Ruthven	Thomas Takayama	Cheryl Galizia
TECH	Steve Young	Ron Geary	Chris Levey

**APPROVAL OF MINUTES:** Electronically approved

### **OLD BUSINESS**

**Action Items:** None

**Discussion Items:** The 2010-2011 Academic Calendar was approved on April 16, 2009. Copies were handed out.

## NEW BUSINESS

Action Items: None

### Discussion Items:

1. Reminder to faculty members about CAPC release time—Bev Dow will be asking you about it.
2. Normah suggested that counseling needed a voice on CAPC, and Pat Zocol has volunteered to fulfill that responsibility. Pat has been an adjunct for a long time and is now a faculty member; she and her experience were warmly welcomed.
3. Changes to CLEP/AP for the 2010-2011 Catalog: CLEP testing is a self-study equivalency test which gives college credit. It is a pass/fail test which cannot be counted into a GPA. AP exams are graded on 3/4/5 scores, but they don't equate to grades. Several department chairs made a request for changes to the CLEP/AP and gave their rationale to Vicki Brennan and Ramona Silvester. Diane Terlep gave an example. Currently passing the CLEP test in math gives 3 credits for either MAT 120 or 150; yet in reality the test does not match up well to either class. Diane suggested that a general generic math credit be given instead of the specific ones. Ramona added that it would be transferable as an elective, but does not meet IAI criteria for the math portion of the general education degree. Doug reported for Mike Regan in SOC/HIS. There is a combined 6-credit hour test for SOC/HIS in addition to the separate SOC and HIS tests. He suggests eliminating the combined test as it is not a balanced evaluation of both courses. Jay Geller in HUM and Paul Hamill in Natural Sciences also agreed that the 6-credit hours tests in their areas should be aborted because they don't satisfy the objectives in their departments. Sarah R. asked how many students actually take CLEP; Vicki answered that there is a high number but could not specify. Pat asked if four-year institutions accept them in transferring; Ramona said it differs, but many do not give credit for either subject matter or general education.

Sarah asked why students take CLEP tests. The answer was that they save time, money, and general graduation requirements. Some actually do transfer if the percentage score is attached. There have been students who have finished an associate's degree in one year by using CLEP/AP testing. Robert asked if there was a maximum allowed; it depends on the institution. A chart with the number of CLEP tests and credits earned was passed out to members. Paul S. asked if the student has to buy credits as he had to do; that is not done here. They only pay for taking the test.

After more discussion, the following motion was made by Thomm Beggs and seconded by Paul Stahmann. While it is a good opportunity for the students to do CLEP/AP testing, expertise is needed in the subject matter to evaluate if the exam is a viable alternative to a specific class. Any changes in the current policy need to be brought before CAPC by the department chairs as an informational piece. The vote passed unanimously. The department chairs will need to bring this information to CAPC with a

rationale for evaluating credit. Normah said we would have to implement it in the future catalogs; Vicki said that we could actually change it without reprinting because of the disclaimer in the text.

ACT scores: Vicki mentioned that only UIUC and out of state schools grant credits for ENG 151 and 152 (Comp I and II) based on ACT scores of 31-32. MCC only uses it for placement, not for credit, although Joann said she and her faculty are comfortable in passing some students through 151 with guidance. The problem is transferring onto next institution. Laurie Cubit would have the IAI information. Normah suggested that this question should be sent to the SPAS committee for review. Sarah Sullivan moved and Cynthia Letteri seconded the motion to have SPAS look at this and send it back to CAPC with their recommendations. The vote passed unanimously.

### **Committee Reports:**

1. Assessment (Sarah Ruthven): The Assessment team is working on a 3-year AQIP project in curriculum mapping. They are also tracking the MCC 101 numbers and have a sub-committee working with TrakDat.
2. Faculty Involvement Advisory committee (Amy Ortiz/Laura Power): The committee will be meeting within the next few weeks to plan for future workshops.
3. CD&R (Christine Grela): Currently working on recruiting.
4. CP&R (Sarah Sullivan): Has not met yet.
5. PR (Robert McCord): Also working on recruiting; will meet next week to plan for the two program reviews which will present this fall (HHP and Manufacturing).
6. TECH (Steve Young): Planning to work on open communication in faculty/administration technology.
7. SPAS (Sarah Ruthven): Will also be recruiting; will prioritize to work on ACT issue.
8. Continuing Ed (Gwen Koehler): University Center has been closed; Shah Center has been built out. Professional Education is now on the main campus. The Workforce Network is now working on the WIA funding backlog.
9. Student representative (Zuri Brecada): Zuri has created a duties and responsibility sheet which she will send to Doug. She is also recruiting for a representative for next year.
10. VP Report (Tony Miksa): Tony is meeting with the Executive Deans every other week. New degree programs will be sent to CDR, including Occupational Therapy, Culinary Arts (moving from a certification to a degree), Nursing, Health Information Technology, and English as a Second Language. The ERP conversion will go live in

February. Any changes to the curriculum will need to be made in both systems for now. He will have a fast grants report next month. Future work includes tracking transfer students.

Doug thanked Stephanie Wenzel for her help in creating the nameplates.

**MOTION/S TO CAPC:** None

**ADJOURNMENT:** Thomm Beggs motioned to adjourn; Sarah Sullivan seconded. Meeting was adjourned at 3:40 p.m.