

MEETING MINUTES FOR
CAPC STANDING COMMITTEE:
CURRICULUM, DEVELOPMENT, AND REVIEW

Meeting Date: 9/27/2007

Present: Mark Arctander, Mark Eckel, Deb Gallo, Sue Maifield, Howard Nelson, and Noreen Nelson
Absent: Laurie Cubit, Christine Grela, Katherine Middy, and Mike Weimer
Others: Jim Falco, Art Hand, Mike Tetreault and Kim Vorel

Call to Order:

2:31 p.m.

Announcements:

Reported to CAPC:

Mark Arctander reported the work the committee has been doing with new course proposals and Form 20 curriculum proposals.

Reported from CAPC:

Nothing to report

Approval of Minutes:

Minutes from the 9/13/07 meeting were approved electronically.

OLD BUSINESS

Action Items: None

Discussion Items: None

NEW BUSINESS

Action Items:

New Course Proposal Form

Eckel/H. Nelson recommended additional information be included to the new course proposal form on Page 4, Section 3, A. Motion carried unanimously.

The following will be included within that section:

- You can visit <http://www.itransfer.org/newwebsite/> for IAI outline relative to your proposed course (if applicable).

Mike Tetreault presented the new curriculum proposal with Executive Dean, Jim Falco present.

Form 20 – Curriculum Proposal

Associate in Applied Science – Network Security/Certificate – Cyber Security -

Eckel/N. Nelson motioned to accept the Form 20 Curriculum Proposal for an Associate in Applied Science, Network Security and Certificate, Cyber Security with recommended changes before sending it to CAPC. Motion carried unanimously.

New Course Proposals

ART 186, Jewelry I – Kim Vorel presented the course proposal.

Eckel/H. Nelson motioned approve the new course proposal for ART 186, Jewelry I with recommended changes before sending it to CAPC. Motion carried unanimously.

ART 248, Studio Lighting, I; ART 249, Studio Lighting II; ART 250, Digital Photography I; ART 252, Digital Photography II; ART 254, Digital Photography III; and ART 255, Digital and Traditional Photo Exploration – Art Hand presented the course proposals.

H. Nelson/N. Nelson motioned to accept the new course proposals for ART 248, Studio Lighting, I; ART 249, Studio Lighting II; ART 250, Digital Photography I; ART 252, Digital Photography II; ART 254, Digital Photography III; and ART 255, Digital and Traditional Photo Exploration with recommended changes before sending it to CAPC. Motion carried unanimously.

Discussion Items: None

Motion/s to CAPC

To approve the new curriculum proposal and seven new course proposals.

Adjournment:

Eckel/H. Nelson motioned to adjourn at 3:47 p.m.