

# Curriculum & Academic Policy Council

9/20/07

Present: Mark Arctander, Thomm Beggs, Barbara Croston, Julie Freelove, Doug Goostree, Jim Gray, Chris Levey (Recorder), Robert McCord, Mary Kay Messling, Phil Moore, Joan Perlman, Mike Reagan, Normah Salleh-Barone, and Bruce Spangenberg  
Absent: Kathy Chamberlain, Deb Gallo, Brian Sager, and Elaine Whalen-Pedersen  
Others: Debbie Skozek, Diane Terlep, and Heather Zaccagnini

## Call to Order:

3:02 p.m.

## Announcements:

Normah Salleh-Barone mentioned establishing a committee to look at Proficiency Exams.

## Old Business:

### Action Items:

None

### Informational/Discussion Items:

#### Tabled items:

#### **Adult Reentry Grade Forgiveness Policy**

*Information packets were distributed for discussion at next month's meeting.*

#### **Learning Communities**

Jim Gray announced that Learning Communities will be a subcommittee of CP&R with Diane Nyhammer as an Administrative Resource. Ted Hazelgrove will serve on CP&R to provide regular updates about Learning Communities.

## New Business:

### Action Items

#### **New Curriculum Proposal**

Heather Zaccagnini presented the curriculum proposal.

*Arctander/Thomm Beggs motioned to approve the new curriculum proposal for Warehousing and Distribution Certificate.* Motion carried unanimously.

### **New Course Proposals**

Heather Zaccagnini presented the Transportation, Warehousing, and Logistics course proposals.

**TWL 101, Working in a Warehousing Environment; TWL 102, Warehousing Workforce Skills; TWL 110, Warehousing and Distribution Process; TWL 111, Warehousing and Technology Skills; and TWL 115, Representative Warehousing Skills**

*Arctander/Reagan motioned to approve the new course proposals for TWL 101, Working in a Warehousing Environment; TWL 102, Warehousing Workforce Skills; TWL 110, Warehousing and Distribution Process; TWL 111, Warehousing and Technology Skills; and TWL 115, Representative Warehousing Skills. Motion carried unanimously.*

Diane Terlep presented the Mathematics course proposals.

**MAT 071, Essentials of Mathematics (Part 1); MAT 072, Essentials of Mathematics (Part 2); MAT 074, Elementary Algebra (Part 1); MAT 075, Elementary Algebra (Part 2); MAT 078, Intermediate Algebra (Part 1); and MAT 079, Intermediate Algebra (Part 2)**

*Arctander/Spangenberg motioned to approve the new course proposals for MAT 071, Essentials of Mathematics (Part 1); MAT 072, Essentials of Mathematics (Part 2); MAT 074, Elementary Algebra (Part 1); MAT 075, Elementary Algebra (Part 2); MAT 078, Intermediate Algebra (Part 1); and MAT 079, Intermediate Algebra (Part 2). Motion carried unanimously or*

### **Informational/Discussion Items:**

None

### **Committee Reports:**

**Assessment Team Report:** No report

**Faculty Development Advisory Committee Report:** No report

**Curriculum Development and Review Report:** Mark Arctander reported:

- Dealt with five new course proposals for Transportation, Warehousing, and Logistics and six for Math; some Notifications of Change, and have more new course proposals to read

**Curriculum Promotion and Renewal Report:** Julie Freelove reported:

- Processing feedback on Gen Ed outcomes
- Jim Gray said the outcomes will be discussed at Professional Development Day in October

**Program Review Report:** Joan Perlman reported:

- Cost analysis data

- ICCB called to change the naming of occupational courses to Career Technical
- Program reviewees need mentors and checklists

**Student Placement, Advising, and Support Report:** Mary Kay Messling reported:

- SPAS is a great committee
- Finalization of the Forgiveness Policy
- Explore – Reading 150 going away now, no study skills offered, what to do – evaluation of student learning
- Work with assessment CAAP Entrance/Exit Tests
- Work with English on pre-requisite for 151 working?

**Technology Report:** Phil Moore reported:

- How to administer/collect/distribute to students online evaluations
- Survey not a Zoomerang each teacher using angel in a group issue.

**Executive Leadership Group Report:** Jim Gray reported:

- Minutes are available on Inside MCC
- Guaranteed scheduling eliminated 502 sections since last Spring
- More students are in less classes

### **Adjournment:**

Adjourned at 3:41 p.m. – Moore/Arctander