

Curriculum and Assessment Committee
Minutes
February 7th, 2011

Date: Monday, February 7th, 11:00 a.m., WH 202

Agenda:

1. Report on Arrak
2. Baccalaureate Program course outlines

Attendance:

Asokan Vasudevan
John K. Pagolu
Mary Van Auken
Rosita V. Capelle
Deborah K. Nelson
Janet Hess
Donald Hess

Mike Sutton
Max Voelzke
Peter Cammish
Ruth Abbott
Sulita Sualau
Aoi

Agenda Item:

The meeting was called to order at 11:06 by Peter Cammish.

1. Discussion of the process for course outline signing.
 - a. Send any format changes to Peter
 - b. Peter prints and signs
 - c. Course Outlines are forwarded to Don who signs as VP (and Dean)
 - d. Dean makes 3 copies--keeps original in office
 - e. Forwards copies to VP and Chair of CACDon will have Mommy make a list and Don will check the list. If any outlines are approved but not signed, they will be processed.
2. Report on Toolbox program at Arrak.

Don reports that PELL has been investigated and that it was not found to be an obstacle to offering the ENG 66/68 classes along with a math and CMI 101 at Arrak.
3. Baccalaureate program.
 - a. Clarification was sought that though we have approved PLO's the program itself is not approved. Still lacking are: Rationale, Criteria for Admission, MoE promise to send a requisite number of students each year with 5 slots for pre-service teachers.
 - b. Don MOVED approval of outlines is for the purpose of developing a four year program, courses will not be taught until the entire program is approved. Janet seconded. Motion passed.
 - c. EDU 312- Foundations in Curriculum and Instruction--Remove required texts, Remove Writing Intensive designation until such designation is approved by CAC. Change General Outcome #2 to read: Develop effective teaching skills. Change General Outcome #3 to read: Acquire skills in the various teacher roles in the classroom.

- i. Don MOVED approval of EDU 312 with changes. Janet seconded. Motion passed.
 - d. EDU 324-- the question was raised about how this was different from the existing course EDU 250. There was discussion about the necessary laptop. This was deemed possible through the program budget.
 - i. Don MOVED approval of EDU324 Elementary Mathematics I. Max seconded. Motion Passed.
 - e. EDU 325—Elementary Mathematics II. Don MOVED for approval. Max seconded. Motion passed.
 4. Discussion of Sharepoint. Sharepoint and other programs will be checked out by David in IT to decide which might be the best. Google Docs was suggested, but it has no tools for commenting, only revising.
 5. Question was raised about toolbox. How will the instructors participate in Faculty Senate? What will the contract hours be? What is the goal of the program? Will there be a new classification of Faculty to account for the difference? It is a pilot project and will come to us in its final form.

Meeting adjourned 12:01.

Future agenda items:

1. Toolbox
2. Program Review Rubric
3. BUS 250
4. 3 more EDU course outlines
5. Sharepoint training
6. LA Program Review

Next meeting:

Feb. 14th, WH 202. 11:00

Regularly scheduled meetings are 1st, 2nd, and 3rd Mondays.

Meeting adjourned 12:01.

Sincerely,

Ruth L. Abbott, Recording Secretary