

Curriculum and Assessment Committee
Minutes-March 28th 2011
Special Meeting

Date: March 28th, 2011, 11:00, 202 WH.

Agenda:

1. Approve Minutes.
2. Business Studies Department

Attendance:

Ruth Abbott
John Pagolu
Mary Van Auken
Asokan Vasudevan
Janet Hess

Gary Abbott
Mike Sutton
Peter Cammish
Max Voelzke
Don Hess

Agenda Item:

The meeting was called to order at 11:04 by Peter Cammish.

Notes on March meetings:

Regular meeting March 7th was cancelled because of lack of quorum. Many members were off-island for professional development.

Regular meeting March 14th was not held because of Spring Break.

1. Approve minutes

- Apologies for the late approval of minutes due to a death in the family of the Recording Secretary.
- November 4th Minutes: Add John Pagolu as attending.
Change it to IT.
Janet moved to approve with changes. Asokan seconded. Motion passed.
- November 9th Mary moved to approve as written. Gary seconded. Motion passed with one abstention.
- November 23rd Minutes:
Correct spelling to: Vasudevan. Gary moved to approve with change. John seconded.
Motion passed.
- February 7th Minutes: add last name Agawa to Aoi. Janet moved to approve with change.
Mary seconded. Passed with one abstention.
- February 14th Minutes: Change item #4 to read “consult with Don and Janet” strike “others”
Gary moved to approve with changes. Seconded by Max. Motion carried.
- February 21st Minutes: Change item #4 to read “a. Tabled” and “BS” to read “AS” Janet
moved to approve with changes. Mary seconded. Motion passed.

3. Comments on Business Studies.

- The Business Studies certificates need approval.
- The Change of the program from AS in Bus. Admin to AA in Liberal Arts with BUS specialization must be widely published and allow for those who wish to complete the AS degree. A memorandum is being prepared to clarify and will be sent to students before summer.
- The MOU needs a timeline. Data. Rationale for the change.

4. Business Studies in Alfresco

- CAC requests that the plan , PLO's Program Sheet and outlines come forward. There are four courses for transfer. As well as the progression of courses. Discussion of Business Math

Future agenda items:

As set by Alfresco

Next meeting:

April 4th 2011, 11:00 WH 202.

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

Meeting adjourned at 12:06 p.m.

Sincerely,

Ruth L. Abbott, Recording Secretary