

**Curriculum and Assessment Committee
Minutes–October 28, 2013**

Date: October 28, 2013 (Monday), 11:05 a.m., WH 202
(Please note: The October 16, 2013 meeting was cancelled)

Agenda:

1. Approval of Minutes from 10/7/13
2. Certificate in Accounting Clerkship Program
3. VCARP 061 Math for Construction II

Attendance:

- | | | |
|-------------------|-------------------|-----------------------|
| 1. Ruth Abbott | 6. Janet Hess | 10. Jennifer Seru |
| 2. Mary Van Auken | 7. Florence Peter | 11. Rosalinda Sumoang |
| 3. Don Hess | 8. Richard Muller | 12. Seyoum Teshome |
| 4. Anne Bennett | 9. Jomi Capelle | 13. Vasemaca Savu |
| 5. Catherine Good | | |

Agenda Item(s):

The meeting was called to order at 11:05 a.m. by Mary Van Auken.

1. Approval of Minutes from October 7, 2013 - Moved to approve. Seconded. Passed.
2. Discussion of Accounting Clerkship Certificate Program Sheet – Two course outlines need to be revised.
 - a. Due to prerequisites for BUS101, the certificate program cannot be completed in 2 semesters. Suggested changing prerequisites for BUS101 to 90's English.
 - b. BUS296 Internship course needs a new course number to differentiate it from other internship courses
3. VCARP061 Math for Construction II – Review and discussion.

Meeting adjourned at 12:05 p.m.

Future agenda items:

Monday, Nov. 4, 2013

1. VCARP 061 Math for Construction II
2. MATH201 Calculus 1
3. MAR130 Marshallese Culture
4. MAR 230 Marshallese Grammar
5. Accounting Clerkship Certificate Program Sheet
6. BUS101 Introduction to Business
7. BUS 200 Accounting Clerkship Internship
8. EDU111 Teaching Climate Change

Approved by CAC 11/04/2013

Next meeting:

Wednesday, November 4, 2013 at 11:00 in WH202

Regularly scheduled meetings are 1st and 4th Mondays, 3rd Wednesday.

Fall Dates: 11/4, 11/20, 11/25, 12/2

Respectfully submitted,

Catherine Good, Recording Secretary

Reminders:

1. Drafts of documents for CAC review will be shared on Google Drive. Members will make comments but not revisions on the "Comment Draft."
2. An Agenda will be distributed by email two days before the next CAC meeting. For example
 - a. Thursday afternoon for Monday meeting
 - b. Monday afternoon for Wednesday meeting
3. Only action items received prior to distribution of the Agenda will be attached with that Agenda.