

**Curriculum and Assessment Committee
Minutes – October 21, 2015**

Date: October 21, 2015 (Wednesday), 11:00 A.M, WH202

Agenda:

1. Minutes for October 5, 2015
2. Marshallese Language Arts Certificate
3. Marshallese Social Studies Certificate
4. CAC Procedures for Departments, New Courses, or Programs and Revision of Existing Courses and Programs
5. CAC Program Review Procedure

Attendance:

Mary Van Auken	Jennifer Seru	Wilbert Alik	William Reiher
Ruth Abbott	Cheryl Vila	Ernest Canonigo	Meitaka Lekka
Don Hess	Florence Peter	Rachel Salomon	Beylul Solomon
Vasemaca Savu	Laura Giardullo	Jomi Capelle	Catherine Good

Agenda Item(s):

The meeting was called to order at 11:02 A.M. in WH202 by Mary Van Auken.

1. Minutes for October 5, 2015 – Moved to approve. Seconded. Passed.
2. Marshallese Language Arts Certificate – Moved to approve name change to Certificate of Completion in Marshallese Language Arts. Seconded. Passed.
3. Marshallese Social Studies Certificate – Moved to approve name change to Certificate of Completion in Marshallese Social Studies. Seconded. Passed.
4. “CAC Procedures for Departments, New Courses, or Programs and Revision of Existing Courses and Programs.”
 - a. Procedures were discussed and revised.
 - b. Final draft will be formatted and re-posted for Committee review.
 - c. Document will be included on the November 2, 2015 CAC Agenda.
5. “CAC Program Review Procedure” – Moved to retire document. Seconded. Passed.
 - a. The document has been replaced by the “Program Review Template Guidelines.”

Meeting adjourned at 12:07 P.M.

Approved by CAC 11/02/2015

Future agenda items:

1. Minutes for October 21, 2015
2. EDU 150 Mathematics for Elementary School Teachers I
3. EDU 250 Mathematics for Elementary School Teachers II
4. CAC Procedures for Departments, New Courses, or Programs and Revision of Existing Courses and Programs

Next meetings:

Monday, October 26 at 11:00 A.M. in WH202

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

Fall 2015 dates: 10/26, 11/2, 11/18, 11/23, 12/7

Respectfully submitted,

Catherine Good
Recording Secretary