

**Curriculum and Assessment Committee  
Minutes – November 2, 2015**

Date: November 2, 2015 (Monday), 11:00 A.M, WH202  
(Note: October 26, 2015 meeting was cancelled)

Agenda:

1. Minutes for Wednesday, October 21, 2015
2. CAC Procedures for Departments, New Courses or Programs, Revision of Existing Courses and Programs, Elimination of Courses and Programs and Program Review

Attendance:

Mary Van Auken	Jennifer Seru	Ernest Canonigo	Beylul Solomon
Ruth Abbott	Florence Peter	Rachel Salomon	Catherine Good
Vasemaca Savu	Laura Giardullo	Meitaka Lekka	

**Agenda Item(s):**

The meeting was called to order at 11:05 A.M. in WH202 by Mary Van Auken.

1. Minutes for October 21, 2015 – Moved to approve. Seconded. Passed.
2. CAC Procedures for Departments, New Courses or Programs, Revision of Existing Courses and Programs, Elimination of Courses and Programs and Program Review
  - a. Moved to include procedures in a Curriculum and Assessment Committee (CAC) Procedures Handbook. Seconded. Passed.
  - b. Procedure to Create a New Academic Department – Moved to approve. Seconded. Passed.
  - c. Procedure to Create a New Course – Moved to approve. Seconded. Passed.
  - d. Procedure to Create a New Program – Moved to approve. Seconded. Passed.
  - e. Procedure to Change a Course Outline – Moved to approve. Seconded. Passed.
  - f. Procedure to Change an Existing Program – Tabled.
  - g. Procedure for the Elimination of a Course or Program – Tabled.
  - h. Procedure for a Program Review and Report - Tabled

Meeting adjourned at 12:04 P.M.

Future agenda items:

1. Minutes for November 2, 2015
2. Curriculum and Assessment Committee (CAC) Procedures

- a. Procedure to Change an Existing Program
- b. Procedure for the Elimination of a Course or Program
- c. Procedure for a Program Review and Report
3. EDU 150 Mathematics for Elementary School Teachers I
4. EDU 250 Mathematics for Elementary School Teachers II
5. Developmental Education Program Review Fall 2012-Fall 2014
6. AA Degree in Business Proposal
7. AS Nursing Program
  - a. AH114 Nutrition - Change of Prerequisites
  - b. NURS 110 Fundamentals of Nursing - Change of Prerequisites
  - c. NURS 113 Pharmacology - Change of Prerequisites
8. PI 260 Nuclear Tests in the Pacific
9. PSY 201 Human Growth and Development
10. SOC 130 Introduction to Sociology
11. PI 122 Issues in Pacific Studies

Next meetings:

Wednesday, November 18 at 11:00 A.M. in WH202

Regularly scheduled meetings are 1<sup>st</sup> and 4<sup>th</sup> Mondays, 3<sup>rd</sup> Wednesday.

Fall 2015 dates: 11/18, 11/23, 12/7

Respectfully submitted,

Catherine Good  
Recording Secretary