

CURRICULUM COMMITTEE MINUTES
AUGUST 27, 2014
12:30- 1:30

Present: Hugh Long (proxy for Janet Dorning), Wade Myhan (proxy for Mary Harris), Debbie Ferguson, Jim Kerner, Jill Cook, Adam Lewis, Tedi Gordon, and Chris Otto.

Not present: Kevin Dupree, Jacob Gatlin, Wayne McCain, Tom Pipelow, Barbara Burks

Guests: Jackie Smith, Saralyn Mitchell

Committee Business

- The regularly scheduled meeting will be on Tuesday at 12:30.
- Next scheduled meeting is Sept. 2.
- General consensus of Chris Otto as Chair and Tedi Gordon as secretary for 2014-2015 school year.
- Total membership on the committee is 12. A quorum of 7 is needed for voting.
- Specific proxy from each college is needed. Need to ask Dr. White about COB and COE about nominate a proxy.

PROPOSAL #1

Ms. Mitchell proposed that the co-op program allow students to earn up to 3 non-traditional credit hours based on work experience. Presently, students in the co-op program can earn 1-2 credit hrs. She would like to increase that number to 3 hours as well. Although many benchmarks of assessment are evaluated by an industry specific supervisor during the coop experience, the CC is concerned with the level of faculty involvement. Currently, a faculty member makes recommendation for the student to enter the coop program.

Recommendations

1. Faculty input should occur at the end in the form of an *exit interview*. The exit interview would improve the robustness of the program as well as build credibility with the industry.
2. The exit interview should be used for the 1, 2, and 3 hour credit.
3. Ms. Mitchell will develop the interview and rubric for each option. (Tedi Gordon will assist Ms. Mitchell with the rubric.)
4. The CC would like to review the interview and rubric via an email of the finished assessment.

Adam Lewis made the motion that the proposal be accepted based on completion of the exit interview documents and rubrics. Jim Kerner seconded the motion. A quorum was present at the time of the vote and all agreed.

PROPOSAL #2

Dr. Smith proposed the new course ADP 301. The course benefits students that need to apply for non-traditional credit for a degree. The course would encompass the development of a portfolio that described the student's work experience through reflection, application, and connections to the major. It will be a required course for the MOT students seeking non-traditional credit. Such a course will give more accountability to non-traditional credit award. A rubric based on industry standards is used to assess the rubric.

Recommendations

- Tedi Gordon moved to approve the course and Adam Lewis seconded the motion.
- However, a quorum was not present because 3 members had to leave at 1:15 and a vote was not taken.
- The motion was tabled until Sept. 2.
- Perhaps this course should be required in more programs that accept non-traditional credits.