

April 11, 2013

Chairperson: Ron Picard

Vice Chairperson: Richard Gard

Note Taker: Amy Lenoce

Attendees: Sandra Eddy, Richard Gard, Kathryn Lozo, Amy Lenoce, Mirvet Muca, Ron Picard, Jim Pronovost, Joe Ward, Antony Wormack (CAPPS)

Agenda Items:

1. approval of 4-4-13 minutes
2. Presentation of course applications for Oral Communication competency

Agenda Item: Approval of 4-4-13 meeting minutes

Presenter- Ron Picard.

Motion- Accept 4-4-13 meeting minutes as written

1st Jim Pronovost

2nd Joe Ward

Discussion- none

Vote- Yea- Sandra Eddy, Kathryn Lozo, Amy Lenoce, Mirvet Muca, Ron Picard, Jim Pronovost, Joe Ward,

Abstentions: none

Not Present/ not voting members: Richard Gard, Antony Wormack

Discussion:

Template letter for course applications that are not accepted needs to be drafted. This will be done after several more competencies present their review of the applications. Ron will write this with the help of the committee.

We need a central repository for the accepted, rejected, and course applications of other status. Sandra Eddy and Amy Lenoce will work on creating an Access Database to house this information. Sandra and Amy will report back to the committee in a few weeks on what they can do.

Categories should include: accepted; not accepted; accepted as an embedded course

Not accepted course should have a drop down menu showing the reason why

Use a numeric system of numbering competencies and their objectives

This is a live database- which committee member will be responsible for maintain data?

Agenda Item: Presentation of course applications for Oral Communication competency

Presenter- Amy K. Lenoce

Discussion-

Courses recommend for acceptance are: COM 100, COM 173 and ESL 157.

Courses that would be accepted for an embedded competency are: ENG 215, ENG221 and PSY 112

Course that did not meet the outcomes of the oral communication competency are:

GEO 111- World Geography

POL 111- Political Science

PSY 111- Psychology

PSY 240- Social Psychology

PSY 260- Psychology of The Exceptional Child

SOC 101- Sociology

SOC 210- Contemporary Social Issues

Courses that need to be re-evaluated (learning outcomes were not listed on the application) are:

PSY 217-Psychology of Criminal Behavior

Discussion centered on what to do with course applications that are submitted to our committee where the listed learning outcomes are not the approved learning outcomes for the course by the department or division. The committee discussed the issue with Com 173 and decided that our ethical responsibility was to evaluate what was submitted to us. The department and faculty must then implement the course learning outcomes. Although it is most desirable to have the outcomes submitted to us be the ones that the department has approved, we discussed allowing Dean Palmer to work with the chair people on this matter.

Motion- To approve the Oral Communication Courses as presented

1st Sandra Eddy

2nd Katie Lozo

Vote- Yea- Sandra Eddy, Kathryn Lozo, Amy Lenoce, Mirvet Muca, Ron Picard, Jim Pronovost, Joe Ward,

Abstentions: none

Not Present/ not voting members: Richard Gard, Antony Wormack

Discussion: Who is presenting review of applications for a competency at the next meetings?

Joe Ward volunteered to present the Social Phenomena course applications on April 18, 2013.

Katie Lozo volunteered to present the Quantitative Reasoning course applications on April 25, 2013.

Motion to Adjourn made by Joe Ward

Adjourned: 2:05 pm

Next Meeting- 04/18/13 K713
