

**CAB Minutes**  
**Nov 30, 2012**

**Present:** Kate McCarthy, Sarah Pike, Daniel Veidlinger, Melissa Groves, Sara Cooper, Holly Nevarez, Holly Soldavini, Kara Maas, Charlene Armitage, Jessica Clark, Ryan Patten, Clarke Steinback, Hyunjung Kim, Kim DuFour, Jim Pushnik, Jodi Shepherd

Meeting started at 1:00 PM.

1. Appointment of Note-taker: Melissa Groves
2. Approval of 11/9/12 minutes
  - Changes were made to members present (Groves & Pike were not present)
  - Minutes passed with changes noted
3. Announcements and Emergent Issues
  - Bb Learn Collaborate (see email from Kathy Fernandez) could be something that coordinators for use in pathways
  - CHEM 100 was approved as foundation course for Science, Technology and Values at the last meeting. A question had been brought to the CAB chair if it would now be counted retroactively in that capacity. Consensus was no retroactive counting.
  - Question was posed as to can a 300 level course count as Capstone substitution--- answer is yes. This will be added to the FAQ
  - Kim DuFour reported that approximately 210 native freshman will have WI credit granted based on the CAB policy of recognizing AP and other courses taken during the students high school education.
4. Update on EM 10-001 revisions at Senate
  - Passed Senate as Introductory item at 11/29 meeting
  - This will be an action item at the next Senate meeting
5. Update on WI assessment
  - Lorraine Gardner has uploaded material received to STEPS and it is ready to go
  - Norming and training in 2 weeks for the Pathway Coordinators, Bill Loker, Jodi Shepherd and Chris Fosen
6. Discuss/act on major course substitution proposals: CSCI 217, CSCI 301
  - Discussion made to allow for more time to thoroughly evaluate multiple issues surrounding these courses. Referred to course substitution committee for their review to bring back to the full committee
7. Update on non-compliant courses
  - RECR 210, WMST 233, ENGL 203 and HIST 277 all are have either been cancelled or will be cancelled for Spring 2013 due to low enrollment.
  - A reminder should be sent to Deans & Chairs reminding them of the commitment that courses are to be offered to remain in the GE pathways. This message should also

encourage Deans/Chairs to wait until enrollment opens again in January to cancel low enrolled GE courses.

- CAB should be ready to evaluate this issue in the spring to see if patterns are emerging in cancellations.

#### 8. Pathway Coordinator Replacement

- The committee reviewed a proposal from Ryan Patten (See email dated November 7, 2012). The document was finalized and approved. (See "Pathway Coordinator Elections and Replacements.")
- Sarah Pike will not be Food Studies Coordinator for Spring 2013. Dennis Rothermel has agreed to replace her in this position. Approved.

#### 9. Other Business

- Deadline for GE for Catalog
  - Except for Substitutions – it will be May 31<sup>st</sup> (which aligns with other deadlines for catalog copy)
  - This will be followed with a subsequent deadline of October 1<sup>st</sup> for CAB action.
- Substitution deadline will be September 15th, with an October 15th deadline for CAB action.
- Deleting courses from GE from the 13/14 Catalog should be done as soon as possible.

10. Next meeting will be on December 14, 2012 (1:00 – 4:00, SSC 206) for Writing assessment, training and norming. Pathway coordinators and Jodi only.

Meeting adjourned at 2:43PM.