

Curriculum and Assessment Committee
Minutes – February 3, 2014

Date: February 3, 2014 (Monday), 11:00 a.m., WH 202
Note: The January 27, 2014 meeting was cancelled

Agenda:

1. Welcome of new member, Leo Roehrich
2. Minutes for 1/15/2014 meeting
3. Honors Program Proposal
4. BUS 200 - Accounting Clerkship Internship
5. Accounting Clerkship Program Sheet
6. Program Learning Outcomes: Standards of Training, Certification and Watchkeeping (STCW) Program
7. MART 101 - STCW Basic Safety Training
8. Program Learning Outcomes: Basic Crewmember (CREW) Program
9. MART 102 - Basic Crewmember
10. Program Learning Outcomes: SPC Basic Fisheries Observer (OBS) Program
11. MART 103 - SPC Basic Fisheries Observer
12. Program Learning Outcomes: Maritime Apprentice (APP) Program
13. MART 104 - Shipboard Life Skills
14. MART 105 - Mathematics for Mariners I
15. MART 106 - Seamanship I
16. MART 107 - English for Maritime Students

Attendance:

- | | | |
|-------------------|-------------------|-----------------------------|
| 1. Mary Van Auken | 5. Florence Peter | 9. Leo Roehrich |
| 2. Ruth Abbott | 6. Janet Hess | 10. Catherine Good |
| 3. Don Hess | 7. Jennifer Seru | 11. Mike Vredenburg (Guest) |
| 4. Cheryl Vila | 8. Jomi Capelle | |

Agenda Item(s):

The meeting was called to order at 11:03 A.M. by Mary Van Auken.

1. Welcome of Leo Roehrich to CAC
2. Approval of Minutes from January 15, 2014 - Moved to approve. Seconded. Passed.
3. Honors Program Proposal – Discussion deferred - Chair of Education Department not in attendance.

Approved by CAC 2/19/2014

4. BUS 200 - Accounting Clerkship Internship – Moved to approve. Seconded. Passed.
5. Accounting Clerkship Program Sheet – Moved to approve. Seconded. Passed with one (1) abstention.
6. Program Learning Outcomes: Standards of Training, Certification and Watchkeeping (STCW) Program – Moved to approve. Seconded. Passed.
7. MART 101 - STCW Basic Safety Training– Moved to approve. Seconded. Passed.
8. Program Learning Outcomes: Basic Crewmember (CREW) Program – Moved to approve. Seconded. Passed.
9. MART 102 - Basic Crewmember– Moved to approve. Seconded. Passed.
10. Program Learning Outcomes: Basic Fisheries Observer (OBS) Program – Moved to approve. Seconded. Passed.
11. MART 103 - SPC Basic Fisheries Observer– Moved to approve. Seconded. Passed.
12. Program Learning Outcomes: Maritime Apprentice (APP) Program – Moved to table. Seconded. Passed
13. MART 104 Shipboard Life Skills - Moved to table. Seconded. Passed
14. MART 105 Mathematics for Mariners I - Moved to table. Seconded. Passed
15. MART 106 Seamanship I - Moved to table. Seconded. Passed
16. MART 107 English for Maritime Students - Moved to table. Seconded. Passed

Meeting adjourned at 12:01 p.m.

Future agenda items:

Wednesday, February 19, 2014

1. Minutes for February 3, 2014
2. Program Learning Outcomes: Maritime Apprentice (APP) Program
3. MART 104 Shipboard Life Skills
4. MART 105 Mathematics for Mariners I
5. MART 106 Seamanship I
6. MART 107 English for Maritime Students
7. Honors Program Proposal

Next meeting:

Approved by CAC 2/19/2014

Wednesday, February 19, 2014 at 11:00 in WH202

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

Spring Dates: 2/24, 3/3, 3/24, 4/7, 4/16, 4/28, 5/5

Respectfully submitted,
Catherine Good, Recording Secretary

Reminders:

1. Drafts of documents for CAC review will be shared on Google Drive. Members will make comments but not revisions on the "Comment Draft."
2. An Agenda will be distributed by email two days before the next CAC meeting. For example
 - a. Thursday afternoon for Monday meeting
 - b. Monday afternoon for Wednesday meeting
3. Only action items received prior to distribution of the Agenda will be attached with that Agenda.