

Curriculum Alignment Steering Committee  
Meeting Minutes  
May 19, 2008  
MDHE Large Annex Conference Room

**Members Present**

- Administrative Members
  - Jeanie Crain, Missouri Western State University
  - John Ganio, St. Louis Community College
  - Mike Grelle, University of Central Missouri
  - Jeff Lashley, Moberly Area Community College
  - James Spain, University of Missouri-Columbia
- Arts and Humanities Workgroup
  - Paul Long, Metropolitan Community College - Maple Woods
- DESE Members
  - Connie Hurst-Bayless, Mehlville School District
  - Sharon Hoge, Department of Elementary and Secondary Education
  - Kevin Lowery, Bolivar School District
  - Vickie Miller, Maryville R-II School District
- Engineering and Technology Workgroup
  - Ragu Athinarayanan, Southeast Missouri State University
  - David Pope, Ozarks Technical Community College
- English Workgroup
  - Katricia Pierson, William Woods University
  - Jamie Spencer, St. Louis Community College
- Foreign Languages Workgroup
  - Madeleine Kernen, Missouri State University
  - David Smallwood, Southeast Missouri State University
- Mathematics Workgroup
  - Yungchen Cheng, Missouri State University
  - Mary Shepherd, Northwest Missouri State University
- Science Workgroup
  - Chris McGowan, Southeast Missouri State University
  - Angela Speck, University of Missouri – Columbia
  - Sarah Bush, University of Missouri – Columbia
- Social Sciences Workgroup
  - Richard Miller, Missouri Southern University

**Members Absent**

- Administrative Members
  - Fred Janzow, Southeast Missouri State University
- DESE Members
  - Lin Everett, Department of Elementary and Secondary Education
  - Bryan McDonald, Grain Valley R-V School District
- Foreign Languages Workgroup

- David Smallwood, Southeast Missouri State University
- Science Workgroup
  - Deborah Allen, Jefferson College
- Social Sciences Workgroup
  - Debra Greene/Roger Jungmeyer, Lincoln University

### **Other Participants**

- MDHE
  - Julie Chapman, Faculty Fellow
  - Hillary Fuhrman, Research Associate
  - Shannon Koenig, Program Specialist
  - Brian Murphy, Intern
  - Ken Vollmar, Faculty Fellow

### **Welcome, Introductions**

At 11:00 am, Ms. Hillary Fuhrman welcomed the group and asked that each person present introduce him or herself.

### **Approval of April Minutes**

The April minutes of the Curriculum Alignment Steering Committee (CAS) were approved as written.

### **CBHE CAI Progress Report Format**

Ms. Fuhrman presented the draft of the Missouri Department of Higher Education (MDHE) Curriculum Alignment Initiative (CAI) Progress Report for the Coordinating Board of Higher Education (CBHE). Feedback was solicited from the members of CAS. Ms. Fuhrman informed CAS members that the CAI report to the CBHE on June 11, 2008 will be their opportunity to speak to the board.

Several comments were offered at this time. One member stated that the report was well written. Dr. Jeanie Crain expressed that some areas of the report seemed too weak and apologetic while other areas seemed overly stressed.

One CAS member asked if there were any pieces of the document missing and wanted to ensure that all issues that had been previously addressed were included in the report.

The English and Communications workgroup questioned where the paragraph stating reasoning for competencies had gone. Dr. Chris McGowan suggested this type of explanation could be placed in the preface of the English and Communications competencies since it differs from group to group.

Dr. Yungchen Cheng expressed the importance of moving the project forward to the board as well as setting a timeline for the next steps.

Committee members in the field of secondary education discussed their views on assessment and implementation related to the drafted competencies. It was stated that the competencies would be on a two-year implementation time line, at the least. Members questioned how much MDHE and the DESE would be working together as well as if there was already a plan for implementation. In response to these questions, Ms. Furhman noted that Commissioner Stein strategically chose to focus first on developing the competencies.

The question was raised if Senate Bill 389 indicated that DESE would be responsible for developing the assessment. Mr. Lowery asked if perhaps some verbiage from Senate Bill 389 should be included in the progress report.

The discussion of assessment continued. It was noted that competencies alone are not useful without assessment tools while one member asked how the document will be used. Dr. Cheng noted that document being produced by CAS has great potential and it is important to understand the implications. It was suggested that perhaps the current charge of CAS was not to develop assessment tools. The sentiment was echoed by a member who positively acknowledged the work done with the competencies while also informing the group that the Missouri Assessment Consortium (MAC) feels institutions should have autonomy in assessment. It was suggested that CAS simply fulfill the committee charge or that CAS present the competencies as guidelines for whoever is doing the assessment.

The discussion moved back toward the presentation of the progress report to the board. It was suggested that the introductory chapters of the progress report be revised to include how this information will be communicated to higher education leadership.

Ms. Furhman informed the group that the competencies were not in final form due to the following:

- Assessable language is not used in all competencies.
- Cross-disciplinary groups have not completed their work.
- Some workgroups have not had enough contributors and/or feedback.

Speaking to the issue of finality, Dr. Grelle suggested that Ms. Furhman seek CBHE approval of the concept of the document, and not necessarily the details. Mr. Lowery stated that DESE must understand its role specifically and completely with regard to implementing the new competencies. It was suggested that the committee address future considerations in the report.

### **Break for Lunch**

The meeting was called to order at 12:45 pm.

During the break, Dr. Crain and Ms. Kernan agreed to revise the opening paragraphs of the progress report making it easier to read, with bullet points, etc.

## **Entry-Level Competencies (EnLC)**

### **A. Mathematics Gap Analysis Update**

The meeting of the Math Gap Analysis team scheduled for the morning of May 19, 2008 was cancelled.

Each of the members of CAS was provided with a copy of a letter written to Commissioners Kent King and Robert Stein concerning the math competencies being developed. The letter was from Melvin George, President Emeritus and Michael O'Brien, Dean of the College of Arts and Sciences, among others, at the University of Missouri – Columbia. In the letter, the university representatives urged CAS to account for the findings of the National Mathematics Advisory Panel that were released in March 2008. CAS was also encouraged not to be hasty in making final decisions about mathematics core competencies. Given that CAS will ask for conceptual approval of the competencies, the math competencies will be included in the document.

### **B. Cross-Disciplinary Groups Update**

Ms. Fuhman informed the committee that the cross-disciplinary groups will be meeting on May 22, 2008 to develop competency drafts. Upon completion, the drafts will be available for public comment.

### **C. Executive Feedback on EnLC**

Various pieces of feedback regarding the CAI entry-level competencies were distributed to committee members for review. Ms. Fuhman stated that overall only a few points of concern were noted and were either of a technological nature or had been addressed in discussion earlier in the day.

### **D. Engineering and IT Competencies and Public Comment Period**

A question was framed as to whether or not the true minimum competencies have been developed in the progress report. Are the competencies considered the “base-level” or “entry-level”?

A point was made as to the language used in certain competency areas. For example, the word “understand” as used in a science competency that states, “understand the relationship between heat, energy and temperature.” The knowledge would better be assessed if the student were asked to explain the nature of the relationship between heat, energy and temperature.

The outcome of this small discussion was to ensure that the CBHE understands that changes will be made to the assessment language. A statement about the purpose of the competencies should be included in the preface of the document.

The engineering and technology competency will be open for public comment at the end of the month.

Dr. Speck noted that the engineering and technology competency is appropriate for a broader range of application. Ms. Fuhrman mentioned that the cross-disciplinary competencies are forthcoming.

A short discussion began about the competencies for Math, Engineering, Technology and Science (METS) fields. It was noted that the competencies developed by the workgroup are optimal level.

## **Exit-Level Competencies (ExLC)**

### **A. ExLC Revised Competencies**

Ms. Fuhrman informed the committee that revisions regarding the assessment language in the exit-level competencies are in process and will continue be addressed.

## **Future Steps**

Ms. Fuhrman informed CAS that the next steps as CAI progresses include:

- Revise the language of the competencies to be more assessable.
- Produce cross-disciplinary draft competencies.
- Meeting with the K-12 math workgroup to revise competency.

## **Next Meeting**

It was agreed that the best time for the committee to meet would be after the CBHE meeting but before July 25. Ms. Fuhrman will send possible next meeting dates to CAS members.