**Date: October 18, 2019**

**Present:** Kem Barfield,Mark Comeau, Kathleen Gray, Kevin Kelly, Ed Muenzner, Steve Neufeld, James O’Shea, Lillian Rafeldt, Sarah Selke, Michael Stutz, Roxanne Tisch, Susan Topping, Terry Delaney – Chair, Cheryl Salva - Recorder

| Topic | Discussion | Action |
| --- | --- | --- |
| * Approval of Minutes from September 20, 2019
 | Motion made and seconded (EMuenzner/SNeufeld) to open discussion of minutes from meeting of September 20th. Change noted: typographical error in the *Discussion* block for the *Approval of Minutes from May 17, 2019* – second to last sentence – the word “disucssion” needs to be corrected to “discussion”. Minutes approved with correction. | **Correction to be made to minutes.** |
| * Consent Items
 | Motion made and seconded (LRafeldt/EMuenzner) to accept the list of consent items.* First-Run Online Proposals:
* COM\* K166/ART\* K185 – Video/Filmmaking (Amenta
* CSC\* K224 – Java Programming II (Burton)
* CSC\* K265 – Software Engineering Methods (Burton)
* Course Deletions:
	+ CHI\* K111 – Elementary Chinese I
	+ CHI\* K112 – Elementary Chinese II
* Pre-Dental Hygiene Advising Tool
 | **Information****Teri Ashton is the noted Pre-Dental Hygiene Advisor.** |
| * New Course Proposal – BMK\* K208 – Social Media Marketing
 | Motion made and seconded (EMuenzner/RTisch) to accept the new course proposal for BMK\* K208 – Social Media Marketing. Course is based on a course from Asnuntuck. After discussion, it was noted that the first sentence in the answer to the second information block should end with “but only at a *strategic* level” instead of “but only at a *high* level”. The lab box in the contact hours also needs to be unchecked as the course will not officially have lab hours – it will be requested, however, that because of content the course be scheduled in a computer lab. Discussion ensued regarding there not being a math prerequisite for the course. It was noted by the department that there would be enough instruction within the course to allow the students to be successful.  | **Changes will be made to the form and resubmitted to Cheryl. New course approved with noted changes.** |
| * New Course Proposal – DTS\* K2XX – Elements of Data Science
 | Motion was made and seconded (LRafeldt/EMuenzner) to accept the new course proposal for DTS\* K2XX – Elements of Data Science. This is a course for the Data Analytics Certificate (certificate was approved last month). It will be a 4 credit course. It was originally approved as a 100 level course in May, but after further research as to what it transfers to in other institutions it was determined a 200 level was more suitable. | **Unanimously approved.** |
| * New Course Proposal – MAT\* K1XX – Principles of Statistics for Data Science
 | Motion was made and seconded (EMuenzner/LRafeldt) to accept the new course proposal for MAT\* K1XX – Principles of Statistics for Data Science. This is a 4 credit course that is similar to Statistics but will not transfer. It is geared toward Data Science with computer usage. | **Unanimously approved.** |
| * New Course Proposal – NUR\* K126 – Transition to the CT-CCNP Concept Based Curriculum
 | Motion was made and seconded (RTisch/EMuenzner) to accept the new course proposal – NUR\* K126 - Transition to the CT-CCNP Concept Based Curriculum. January 2018 brought a new curriculum, but no transfer course. This is a 1 credit bridge course that will be available Winter 2019. Students that fail in a particular area will take the module of this course that is determined at the exit interview. Different modules may be offered at sister colleges then transferred, once taken, to the home college. Department approval would be needed to register. It was noted that the last sentence on page 4 – *Students cost for the Pearson learning resources package is 25% per semester enrolled in the nursing program\* -* be removedor clarified as it is not defined – 25% of what? | **Changes will be made to the form and resubmitted to Cheryl. New course approved with noted changes.** |
| * Program Change – Marketing Certificate
 | Motion was made (EMuenzner/SSelke) to discuss the proposed program changes to the Marketing Certificate. Discussion was held on courses that were removed/added and the increase of credits. It was decided to table the POS change for the Marketing Certificate to a future meeting. | **Tabled.** |
| * Gen Ed Update
 | * Locally – this year the two areas being assessed for our internal GenEd and reported to FIRC are Written Communications and Continued Learning. At the end of last AY they talked about a GenEd subcommittee that would include workgroups to help prepare for the assessment. There were some volunteers that were interested in working with the departments and trying to generate artifacts ahead of time so when we have the assessment day in May there will materials available.
* State – has been going on for a year and a half. The framework is somewhat solidified with only minor language changes. A large amount of feedback from last month’s document was received from various CCSUs and after discussion of the feedback their group never voted on the document.
 |  |
| * TAP/FIRC Update
 | * New pathway in Economics will be coming through. Phil Mayer was in the workgroup. It has gone through the department and will be in Curriculum for the next meeting. When document is on the agenda it will come through as a link to the TAP Website, then you will click on the Econ Pathway Under Review – the first page or 2 is the CC associate degree.
* It has been known for quite a while that the competencies and outcomes designed in the summer of 2012 are flawed. Revision of these is what FIRC will be doing this year. Coincidentally we now have proposed consolidation and a GenEd core there and they have come together in some ways. FIRC is hoping this fall to design a process that is both inclusive yet manageable to put together groups that will begin the work in the spring. She is happy to talk to anyone outside of the meeting that has any input.
 |  |
| * LAS/GS Update
 | * They have decided to stop working on the state level for lack of a clear governance process.
* On the local level they are focusing on improving faculty advising within the program. They have been having meetings with Edie as so many of the advisees are pre-nursing.
 |  |
| * Additional Announcements
 | * Susan Topping indicated that a faculty member had been approached regarding common core textbooks for the system – he was asked to endorse a particular textbook choice. She asked if anyone else had been approached. Lily noted that Nursing already has common book/e-component bundles as there is considerable cost savings.
* It was questioned how many faculty voting members are on the Curriculum Committee as it seemed like all disciplines were not represented –it was noted that Humanities decided not to send a representative.
* Midterm Grades – due on 10/21/19.
 |  |

**MEETING ADJOURNED AT 11:20 AM on motions by SSelke/RTisch**