**Date: February 22, 2019**

**Present:** Kem Barfield,Dean Robert Farinelli, Kathy Gray, Patrick Kelly, Dov Kugelmass, Ed Muenzner, Steve Neufeld, Will O’Hare, Lili Rafeldt, Sarah Selke, Michael Stutz, Roxanne Tisch, Susan Topping, Mark Vesligaj, Ray Ward, Terry Delaney – Chair, Cheryl Salva - Recorder

| Topic | Discussion | Action |
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| 1. Approval of Minutes from January 25, 2019
 | Motion made and seconded (RTisch/EMuenzner) to approve minutes from January 25th meeting. One change was noted – in section 7 name should be changed from Trish to Roxanne. | **Unanimously approved** |
| 1. Dean’s Report
 | The two concept papers (Manufacturing and Design Foundations NLECO and Manufacturing Foundations EB MDA) were well received by the Academic Council. |  |
| 1. New Program Proposals
 | * Motion made and seconded (EMuenzner/LRafeldt) to accept New Program Proposal: Manufacturing and Design Foundations NLECO. Mark Vesligaj presented. There is a 4 year commitment from industry for these certificates. It will be paid for by EB.
* Motion made and seconded (EMuenzner/RTisch) to accept New Program Proposal: Manufacturing and Design Foundations NLECO. Mark Vesligaj presented. Students out of this skills-based certificate will graduate in 4 years when they get their high school diploma. Looking at outside funding from the high schools, EB and other partners. They will be listed as completers which is good for retention numbers. We are only 1 of 4 schools in the state offering this. QVCC is also offering this certificate based on their partnership with Windham High School. There are some prerequisites that need to be fixed and elements of financial support will be added.
 | **Unanimously approved. Will be sent to BOR****Unanimously approved. Once corrected copy is received it will be sent to BOR** |
| 1. Consent Items
 | Motion made and Seconded (RTisch/WO’Hare) to accept consent items.* First-Run Online Proposal – CST K145 – Digital Circuits and Logic
 | **Information** |
| 1. New Course Proposals –

ENG KXXX – LGBTQ+ Literature | * Motion made and seconded (LRafeldt/EMuenzner) to accept the ENG KXXX New Course Proposal. It is a proposed 200 level course. After discussion on 200 level courses and offerings this new course proposal was tabled.
 | **New course proposal was tabled.** |
| 1. New Course Proposal – GEO\* K102
 | * Motion made and seconded (WO’Hare/EMuenzner) to accept the GEO\* K102 New Course Proposal. It is a common course currently offered elsewhere. Will be viable for TAP/GenEd programs. When it was noted that the course description is very similar to GEO\* K111 it was explained that GEO\* K102 focused more on regions while GEO\* K111 focused more on humans.
 | **New course proposal was tabled.** |
| 1. New Course Proposal – MED\* K280
 | * Motion made and seconded (STopping/EMuenzner) to accept the MED\* K280 New Course Proposal. Ray Ward presented. It is a course that will include 180 hours of unpaid practicum and be offered outside of TRCC. It will be monitored by nurses in the medical facility with site visits by Ray Ward. Trim course description to include only course content. Need to remove MED 241 from prerequisites as it is also listed as a corequisite.
 | **Unanimously accepted with recommended modifications. Corrected proposal will be forwarded to Cheryl.** |
| 1. New Course Proposal – MED\* K241
 | * Motion made and seconded (WO’Hare/EMuenzner) to accept the MED\* K241 New Course Proposal. MED\* K241 and MED\* K280 were listed as prerequisites and need to be stricken.
 | **Unanimously accepted with recommended modifications. Corrected proposal will be forwarded to Cheryl.** |
| 1. Proposed Catalog Changes – ENV\* K110
 | * Motion made and seconded (WO’Hare/EMuenzner) to accept the proposed catalog change. Should have been a consent item. Prerequisite change from ENV\* K101 to BIO\* K180.
 | **Unanimously accepted.** |
| 1. Proposed Catalog Change – ENV\* K220
 | * Motion made and seconded (LRafeldt/EMuenzner) to accept the proposed catalog change. After discussion the proposed change was pulled for further review.
 | **Proposed change pulled.** |
| 1. Proposed Catalog Change – NUR\* K108
 | * Motion made and seconded (STopping/EMuenzner) to accept the course title and description change.
 | **Unanimously accepted.** |
| 1. Proposed Catalog Change – Nursing – End of Program Learning Outcomes
 | * Motion made and seconded (STopping/EMuenzner) to accept the End of Program Learning Outcomes catalog change for the Nursing program. The outcomes have been CTCCMP approved. For clarity regarding future program learning outcomes – does Curriculum Committee favor them as consent items or a voting/approval item? After discussion it was decided it will be part of the voting agenda.
 | **Unanimously accepted.****Future program learning outcomes will be listed as a voting agenda item.** |
| 1. Plan of Study Change – General Studies
 | * Motion made and seconded (SSelke/LRafeldt) to accept the General Studies POS Change. Front page of handout is old. The update is under the courses that fill the Global/Intercultural/Diversity Requirement. Courses below the blank spaces are the new ones recently vetted. A lengthy discussion followed regarding transparency, rubrics, the vetting process and how the limited number of courses chosen may impact course enrollment. It was noted that nothing that was approved last meeting was subtracted – this proposal is to add more courses to the list. Current courses on the list will be periodically reviewed to see if they continue to meet the requirements and new courses will also be added.
 | **Carried with one abstention.** |
| 1. Plan of Study Change – Liberal Arts & Sciences
 | * Motion made and seconded (RTisch/LRafeldt) to accept the Liberal Arts & Sciences POS Change. Neufeld presented. BIO\* K100 needs to be excluded from Natural Science Elective course offerings because they are not transferable. The updated list of Global/Intercultural/Diversity courses will be applicable here also.
 | **Carried with one abstention.** |
| 1. Gen Ed/TAP Course Mapping for ENV\* K295/BIO\* K289
 | * Motion made and seconded (RTisch/LRafeldt) to accept Gen Ed ENV\* K295/BIO\* K289. Has been passed onto FIRC for review.
 | **Unanimously accepted.** |
| 1. 200 Level Course discussion
 | * Listing was distributed with compilation of info from various 200 level course reports that included a beginning list of To Do items – i.e.: a standardized syllabus template for the first page which would contain common information that needs to be on all syllabi. It was discussed putting this info in the Bb shell as well.
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| 1. Update on the CT State Gen Ed
 | * Mike Stutz presented update on Gen Ed – distributed and reviewed the General Education Proposal draft dated January 25, 2019 that included feedback received during the campus comment period. It was noted that FIRC has recommended that, the first bullet on page 2, item #7 be stricken.
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| 1. Other
 | A member noted that some of the items discussed brought heated conversation that made the meeting uncomfortable. It was requested to place meeting etiquette in the minutes.Next meeting will be on March 22nd. |  |

**MEETING ADJOURNED AT 12:06 PM on motions by SSelke/EMeuzner**