



Curriculum Committee Meeting Minutes

Date: April 3, 2020

Present: Kem Barfield, Mark Comeau, Rob Farinelli, Kathleen Gray, Kevin Kelly, Kacey McCarthy-Zaremba, Ed Muenzner, Steve Neufeld, Lillian Rafeldt, Sarah Selke, Michael Stutz, Roxanne Tisch, Betty Williamson. Terrance Delaney, Chair, Cheryl Salva, Recorder.

Topic	Discussion	Action
1. Call to Order and Approval of Minutes	The meeting was called to order at 9:36 AM. Motion made and seconded (RTisch/KKelly) to open discussion of minutes from meeting of February 21, 2020. Minutes were accepted as written.	Carried unanimously.
2. Consent Items	First-Run Online Proposal – Motion made and seconded (RTisch/MStutz) to open discussion on consent items <ul style="list-style-type: none"> CSC* K223 – Java Programming I (Burton) CSC* K241 – Data Structures and Algorithms (Burton) 	Carried unanimously.
3. Program/Catalog Changes	First-Run Online Proposal <ul style="list-style-type: none"> MAT* K210 – Motion made and seconded (RTisch/EMuenzner) to open discussion. Discrete Math (Burton) was removed from consent in error as it had run on ground before. ENG* K267 – LGBTQ+ Literature (Hagen). Motion made and seconded (RTisch/MStutz) to open discussion on ENG* K267. 	Carried unanimously.
4. Program Review	Program review documents for Pathways to Teaching Careers and Graphic Design are in the curriculum teams file folder titled 2020-April. Jen Nally and Kevin Amenta will be invited to our May meeting to present. Dean Farinelli noted that BOR pushed out program reviews to be turned into them by December 1 st . For those programs that have not yet turned them in we will give them a deadline of November 1 st .	Invite Jen Nally and Kevin Amenta to present at May meeting.
5. Dean's Review	<ul style="list-style-type: none"> The name change from Construction Technology to Architectural Design Technology was approved. 	



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	<ul style="list-style-type: none"> • Summer session is under review. Early 7-week courses that can be moved online have been, others such as science have been pushed to later dates. If the science courses must run online the hope is to hold the lectures at the beginning remotely then switch to on-ground labs in August or whenever we can get back. The 8-week session in June is under review. • Remote learning is going well. The dean expressed appreciation for the faculty's efforts and hard work. The dean has received a list of students that have not logged on yet. He will reach out to those student's instructors so they may contact them. • Reminder that next Friday, April 10th, is Good Friday – a day the college is closed. Working remotely we can easily lose track of when starting and stopping times are as well as weekends and holidays. 	
6. GenED Update	<ul style="list-style-type: none"> • 2019-20 Assessment day is on hold – possibly until the fall. They are still accepting course map forms. Send them to Stutz and he will process them and send them on. 	
7. TAP Update	<ul style="list-style-type: none"> • The staff workshop was held the end of February. • March FIRC meeting was cancelled. There will be an April check-in meeting. 	
8. LAS/GS	<ul style="list-style-type: none"> • Developing advising guidelines for LAS/GS faculty advisors. They are pretty much complete - were ready to present them at the March Dean's meeting which was cancelled. They will be put in storage until next fall. 	
9. Additional Items	<ul style="list-style-type: none"> • Pass-Fail Option <ul style="list-style-type: none"> ○ This option was put out by CSCU without being vetted/reviewed by individual college administration. Discussion was never had with the colleges if it was implementable before it was pushed out. It was noted that decisions such as this should be college driven not state driven. 	



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	<ul style="list-style-type: none"> ○ It was questioned what would happen to courses that were not under our control – CCP courses for example. ○ Connecticut State Universities have language in their contracts that mandate decisions like this need to go through them. The CCC's contracts do not. ○ Comeau reaching out to his students encouraging them to try for a letter grade. ○ McCarthy-Zaremba noted that currently in the grading system Technology and Nursing are not set up with Pass/Fail options. ○ Kelly indicated that the Registrar's were meeting at 11 this morning. They also were not consulted before this option was put out and there are many issues to work through with it, graduation requirements being one – requirements currently allow no more than 12 credits of "P". ○ Rafeldt indicated it was discussed at the Nursing Directors Meeting and they have sent their response to system office. This option will affect all continuing students in the nursing program, nursing admissions and all other selective admission programs such as nuclear. ○ Neufeld expressed disappointment that students were notified of this pushed system option before it was introduced to faculty. He voiced implementation concerns as students can choose this option after grades are entered. Tracking down adjuncts to sign off could become problematic. ○ It was questioned how this cohered with TRCC Governance/Curriculum. Delaney indicated it did not. ● Comeau indicated at Monday's department meeting adjuncts on the fall schedule were terrified about the possibility of those courses being switched to online from on-ground. Department heads should keep this in mind and reach out to their faculty. 	



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	<ul style="list-style-type: none">• Tisch opened discussion on a resolution presented by the Academic Deans for Acceptance of Courses Regardless of Modality. Dean Farinelli shared that the intent of this resolution was for the CSUs and UCONN to fully except and not discriminate against the courses being taught online by the CCCs for this and, should the need extend, summer semester.• Summer 2020 and Fall 2020 registration has begun! Kelly asked for advisors to get in touch with students to sign up for courses.	
10. Next Meeting	<ul style="list-style-type: none">• Next meeting will be on April 17th. Items are due to Cheryl by April 13th.	

MEETING ADJOURNED AT 10:27 AM on motions by EMuenzner/LRafeldt