



Curriculum Committee Meeting Minutes

April 16, 2021

Present: Elizabeth Allen, Kem Barfield, Carol Emmerthal, Aaron Dalen, Kathleen Gray, Kevin Kelly, Ed Muenzner, Jennifer Nally, Steven Neufeld, Sarah Selke, Michael Stutz, Roxanne Tisch, Susan Topping, Dan Ware, Betty Williamson, Terrance Delaney, Chair, Cheryl Salva, Recorder.

Topic	Discussion	Action
1. Call to Order and Approval of Minutes	<p>Because of connection issues an email was distributed to the committee by the Recorder at the request of the Chair notifying members that the meeting would be held on TEAMS instead of the WebEx platform. Vice-Chair Tisch called the meeting to order and turned over to Chair Delaney when he was able to log on.</p> <p>The meeting was called to order at 3:03 PM. Motion made and seconded (EMuenzner/KKelly) to open discussion of minutes from meeting of March 12, 2021. Minutes were accepted with a correction:</p> <ul style="list-style-type: none"> • 5th bullet under APRC Update needs to be changed to “There will be software that will check courses for ADA compliance”. 	Minutes approved with one correction.
2. Dean’s Report	<ul style="list-style-type: none"> • Digital products such as Ally within Bb will be used for accessibility. • Academic Counsel discussing multiple degrees - the criteria will be 15 new credits in the additional field will be needed to obtain the second degree. The dean’s prior approval will be needed if more than 2 degrees are requested. • As of August 1st administrative offices will be staffed at 100% capacity. We have been requested to try to schedule 50% of all offered courses on ground. 	
3. 2021 Distance Learning Biennial Review	<ul style="list-style-type: none"> • Jennifer Nally presented the 2021 biennial review of TRCC distance learning courses. <ul style="list-style-type: none"> ▪ Committee conducted 82 course reviews from Spring 2020. There were no referrals for instructor support. 	



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	<ul style="list-style-type: none"> ▪ 66 of the 82 courses used Bb. 10 used publishers along with Bb. ▪ An area that was weak was the instructor biography – faculty Introduction/connection to student. 	
4. Consent Items	<p>Motion made and seconded (SSelke/RTisch) to open discussion of Consent Items.</p> <ul style="list-style-type: none"> • <u>Special Topics Course Proposal</u> <ul style="list-style-type: none"> ▪ DTS K298 – Data Science Capstone • <u>First Run Online</u> <ul style="list-style-type: none"> ▪ HIS K121 – World Civilizations I (Patsouris) <ul style="list-style-type: none"> ▪ Prerequisite listed not what is showing in the catalog - need to be changed to what catalog shows: <i>Prerequisite: ENG* K101 or ENG* K101S placement[∞] or completion of ENG* K096 with a "C#" grade or better.</i> ▪ HIS K122 – World Civilizations II (Patsouris) <ul style="list-style-type: none"> ▪ Prerequisite listed not what is showing in the catalog - need to be changed to what catalog shows: <i>Prerequisite: ENG* K101 or ENG* K101S placement[∞] or completion of ENG* K096 with a "C#" grade or better.</i> ▪ PSY K111 – Introduction to Psychology (Kugelmass) <ul style="list-style-type: none"> ▪ Incorrect box checked – course is not new to online format and that box should be unchecked. Box indicating instructor new to this course should be checked. • <u>Course Deletion</u> <ul style="list-style-type: none"> ▪ BMG K205 – Quantitative Business Analysis <ul style="list-style-type: none"> ▪ Noted that this is a course that Eastern accepts as a data science course. Request could come for this course to be reinstated in the future. 	<p>BMK 103 – Principles of Retailing was removed from the agenda.</p> <p>All consent items remaining on agenda carried.</p> <p>Updated First Run forms will be sent to Cheryl.</p>



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	<ul style="list-style-type: none"> ▪ CSC K205 – Advanced Applications ▪ CSC K207 – Introduction to Visual Basic ▪ CSC* K215 – Object-Oriented Programming with C++ ▪ CSC* K216 – Intermediate C++ Programming ▪ CSC* K257 – Web Development with PHP ▪ NUC* K112 – Introduction to Radiological Science ▪ NUC* K240 – Advanced Nuclear Chemistry ▪ NUC* K270 – Nuclear Health Physics 	
5. First-Run Online (new to online format)	<p>Motion made and accepted (SSelke/RTisch) to open discussion of First-Run Online proposals new to online format:</p> <ul style="list-style-type: none"> ▪ GEO K111 – World Regional Geography (Patsouris) <ul style="list-style-type: none"> ▪ Prerequisite listed not what is showing in the catalog - need to be changed to what catalog shows: <i>Prerequisite: ENG* K101 or ENG* K101S placement[∞] or completion of ENG* K096 with a "C#" grade or better.</i> ▪ ENG K211 – Short Story (Topping) 	<p>Carried.</p> <p>Updated First Run form will be sent to Cheryl.</p>
6. Gen Ed Update	<ul style="list-style-type: none"> • Gen Ed will be reviewing the FIRC/TAP SLOs on May 3rd. Different departments have been discussing. Send TDelaney or MStutz any feedback. 	
7. TAP Update: New SLOs, Draft	<ul style="list-style-type: none"> ▪ SSelke presented a draft of the Framework 30 Student Learning Outcomes and outlined the significant changes. Feedback was requested. <ul style="list-style-type: none"> ○ RTisch noted diversity was not included. She also noted there is a Diversity Committee but TRCC does not have a representative. ○ SNeufeld questioned Diversity as an embedded competency. Lengthy discussion ensued. Discussion will be continued at an upcoming departmental meeting. 	



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	<ul style="list-style-type: none"> ○ Discussion ensued on what the right home for languages would be - concerns raised on their Arts and Humanities location. ○ RTisch questioned why there were 2 science outcomes. 	
8. LAS/GS Update	<ul style="list-style-type: none"> ● SNeufeld indicated that he and SStopping (as member of APRC) have been working on the draft of the General Studies degree. Both provided a lot of feedback on it. <ul style="list-style-type: none"> ○ SStopping indicated she has set up an appointment for Monday with the GS people. She is not sure when it will be reviewed again by APRC. ● LAS – program review has been submitted for May Curriculum review. ● SNeufeld talked about FYE waivers and a meeting that was had with MLiscum and RSpaziani to air out those issues. They will meet with JOsborn and we should hear back their response. Discussion regarding waivers and course substitutions ensued. 	
9. APRC Update	16 degrees have been voted by SFASACC and can move forward with endorsement. Will give a full update in May.	
10. Next Meeting	<p>May meeting was scheduled for the 14th as the third Friday (May 21st) was listed on the college calendar as a possible date of commencement. It was noted that the 21st is no longer a possible commencement date. Vote was taken and it was agreed to reinstate the May meeting date to the 3rd Friday – 5-21-21.</p> <ul style="list-style-type: none"> ▪ Should new members be elected by departments, they should attend the May meeting as we will be electing the Chair for the 2021-22 Academic Year. ▪ It was noted that the program review materials were in the handout section on TEAMS. Members should read them prior to May meeting. 	Members voted to reschedule next meeting to 5-21-21.

MEETING ADJOURNED AT 5:09 PM on motions by SSelke/RTisch



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