



Curriculum Committee Meeting Minutes

May 21, 2021

Present: Elizabeth Allen, Kem Barfield, Mark Comeau, Carol Emmerthal, Aaron Dalen, Kathleen Gray, Diba Khan-Bureau, Kacey McCarthy-Zaremba, Ed Muenzner, Steven Neufeld, Sarah Selke, Marie Shaw, Michael Stutz, Roxanne Tisch, Susan Topping, Terrance Delaney, Chair, Cheryl Salva, Recorder.

Topic	Discussion	Action
1. Call to Order and Approval of Minutes	<p>The meeting was called to order at 9:30 AM. Motion made and seconded (RTisch/CEmmerthal) to open discussion of minutes from meeting of April 16, 2021. Minutes were accepted with a correction:</p> <ul style="list-style-type: none"> • SNeufeld requested the first sentence of the second indented bullet under TAP Update: New SLOs, Draft be changed to “SNeufeld questioned Diversity as an embedded competency”. 	Minutes approved with one correction.
2. Dean’s Report	<ul style="list-style-type: none"> • Dave Ferrari has taken a position at Charter Oak and is no longer chair of the Dean’s Council. Robin Avant– Dean at Housatonic assuming that position. • Discussion is continuing within the Dean’s Counsel on Corequisite models. • Vacations not allowed in A-wing in August. • Curriculum alignment going at a remarkable pace and perceived as going smoothly. Money allotted to keep it going during summer and focusing on culinary, hospitality, environmental science and chemistry. • Deans have discussed support chart – they have heard concern about positions shifting in the new organizational chart. • All College Meeting this Thursday at 1:00 PM. 	
3. Program Review – Library Technology	<ul style="list-style-type: none"> • Chair Delaney moved the Library Technology Program Review further up on the agenda. He indicated it was gone over at last month’s Humanities and Social Science Departmental Meeting and was found to be impressive and up 	



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	<p>to its usual high standards. It was noted that the program has moved from on ground to online and it has grown.</p> <ul style="list-style-type: none"> • RTisch requested an instrument where feedback is received from employers. MShaw indicated it may be possible to create a loop with the CT Library Consortium. • Discussion ensued on the rate of coordinator compensation. 	
4. Consent Items	<p>Motion made and seconded (RTisch/SSelke) to open discussion of Consent Items.</p> <ul style="list-style-type: none"> • <u>First Run Online</u> <ul style="list-style-type: none"> ▪ PSY* K245 – Abnormal Psychology (Kugelmass) <ul style="list-style-type: none"> ▪ Questioned raised when the new form would be used • <u>Course Deletion</u> <ul style="list-style-type: none"> ▪ CIV K200 - Soils ▪ CIV K201 – Soils Lab ▪ CIV K203 – Hydraulics ▪ EET K119 – Advanced Circuits and Systems ▪ EET K134 – Electronics I ▪ EET K234 – Electronics II ▪ EET K235 – Electronics II Lab ▪ EET K254 – Digital Electronics I ▪ EET K258 – Microprocessors & Control ▪ EET K298 – Special Topics: Shipboard Electric Power Systems ▪ PHO K101 – Intro to Light and Lasers ▪ PHO K102 – Applied Optics ▪ PHO K241 – Introduction to Laser Technology ▪ PHO K251 – Fiber Optic Systems and Devices ▪ PHO K252 – Fiber Optic Systems and Devices Lab 	<p>Fall 2021 will be start date for new form. Note was also made to make sure new forms are being used (vs. old ones saved on desktop) by going to the Academic Forms folder on the TRCC Intranet to make sure the newest form is being used.</p> <p>First Run Course and all course deletions carried.</p>



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	<ul style="list-style-type: none"> ▪ PHO K295 – Photonics Co-Op ▪ PHO K296 – Photonics Co-Op II ▪ SOC K213 – Human Sexuality <ul style="list-style-type: none"> ▪ SOC K213 is tied to the CJ Treatment POS – the PC was told that POS change forms needs to be submitted to remove it from the program. 	
5. New Course Proposal – DTS* K220 – Machine Learning	<p>Motion made and accepted (RTisch/EMuenzner) to open discussion of new course proposal</p> <ul style="list-style-type: none"> ▪ DTS* K220 – Machine Learning <ul style="list-style-type: none"> ▪ Included in the COT Data Science Option degree. ▪ Much of this course content comes from North Western origination. 80 % common. ▪ KMcCarthy-Zaremba noted that until new hire is onboard MComeau is the contact person for the COT program. ▪ Program under COT purview for alignment. 	Carried.
6. POS Change – Environmental Engineering	<p>Motion made and accepted (EMuenzner/RTisch) to open discussion of Plan of Study Change for Environmental Engineering Technology.</p> <ul style="list-style-type: none"> ▪ Requested changes to make the program more compatible for those that may choose to transfer. ▪ Change BIO II with Lab or Microbiology and Lab to General Bio II with Lab in Semester IV ▪ Replace General Chemistry II with “Directed Science or Math Course with Lab” in Semester IV. <ul style="list-style-type: none"> ▪ After discussion it was noted wording should show the removal of the “CHE K122 or” notation. Also, Math courses 	<p>Carried.</p> <p>Changes will be forwarded to Cheryl.</p>



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	do not have labs so wording should be fixed. All courses that are options should be listed.	
7. POS Change – General Studies and Liberal Arts and Sciences	<p>Motion made and accepted (EMuenzner/SSelke) to open discussion of Plan of Study Change for General Studies and Liberal Arts and Sciences.</p> <ul style="list-style-type: none"> • SCI* K250 was removed from the wording in the Natural Sciences Elective area as it was deleted previously. • It was noted that the grand total for General Studies needs to be changed to show 60-61 credits. 	<p>Carried.</p> <p>Changes will be forwarded to Cheryl.</p>
8. Gen Ed Update	<ul style="list-style-type: none"> • MStutz –GenEd assessment was pushed back for this year because they did last year’s assessment in the fall and they wanted time to plan the assessment to include more faculty engagement. They are planning to do this year’s assessment - Historical Knowledge and Oral Communication - this coming fall. Next year’s assessment – Scientific Reasoning and Scientific Knowledge will take place next spring. They will then be back on schedule. A call has gone out for participation. They are asking faculty to be engaged in assessment for the entire year. 	
9. TAP Update: New SLOs, Draft	<ul style="list-style-type: none"> • Last Friday they talked about authenticating the endorsement process. They are concerned that results are recognized as meaningful – what do abstentions mean? How are they counted? What will count as being endorsed by the institutions (a simple majority or threshold)? • FIRC reps having trouble getting feedback from colleagues. TRCC had the most feedback. • SSelke re-elected as FIRC Co-chair. She and her Co-chair are continuing to trying to keep open lines of communication with Fran and Mike. 	



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10. LAS/GS Update	<ul style="list-style-type: none"> • At consolidation level the draft for the LAS Degree was released. • SNeufeld has been working on the General Studies Certificate review. Was submitted yesterday. 	
11. APRC Update	<ul style="list-style-type: none"> • This morning the 2 LAS programs were approved. • Some changes – credits added for a diversity requirement. 	
12. Program Review – Architectural Design Technology Program	<ul style="list-style-type: none"> • Good job. • RTisch questioned what instrument was used to get data for Appendix G. MComeau indicated it was his database of student email and social media and an email blast each May on updates of credentials, degrees, certificates, raises, changes within company, etc. It was suggested to add this to the content so other program heads would be able to imitate. • Questions raised on Appendix H – who took this? MComeau noted it was not a survey of the current academic year but a continuous grad survey It is done within a 6-year cycle, but it is tracked to make sure there are no repeat participants. • SSelke questioned the data discrepancy from those in varying appendixes and PKeller’s numbers. KB indicated a note should be added to explain the differences. • RTisch noted that in the Advisory Counsel there were only 2 females listed and they are noted as HS teachers and questioned if they were practicing. She was told indeed they were. 	
13. Program Review – Construction Management Certificate	<ul style="list-style-type: none"> • It was questioned if certificates are embedded withing a degree program are are not more students taking it? It was noted that the certificates are not intended to get at the same time as the degree. MComeau indicated that the certificate does not give graduates a lot of “lift” if they also get the degree. 	



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14. Program Review – LAS/GS Program Review	<ul style="list-style-type: none"> • Questioned why there are two programs but only 1 program review. SNeufeld followed same model as what was previously. KMcCarthy-Zaremba stated that historically they have been clustered, but the climate has changed for BOR requirements. • Where the decline in enrollment is mentioned (page 28) SSelke noted the datapoint was Fall 2016 - when the first TAP degrees were implemented. Many students were moved from LAS to TAP degrees at that time and a notation may be worthy of mention. • On Page 12 – Section IV.1 – faculty – should be omitted as section does not apply. It is looking at unique program courses – all courses within these degrees are general education. 	<p>They will be separated to 2 program reviews next time.</p>
15. Other	<ul style="list-style-type: none"> ▪ Meetings next year – will depend on the Governance document results. A vote for the Chair will be conducted via email after the Governance results are determined. ▪ RTisch bade goodbye to the Curriculum Committee. Elizabeth Allen will be taking over the seat in the Fall. 	

MEETING ADJOURNED AT 11:49 AM on motions by RTisch/SSelke