



Curriculum Meeting Minutes

Date: October 15, 2021
Location: WebEx
Time: 9:30 a.m.
Present: Elizabeth Allen, Kem Barfield, Mark Comeau, Carol Emmerthal, Kathleen Gray, Janet Hagen, Kevin Kelly, Ed Muenzner, Steven Neufeld, Leticia Orozco, Sarah Selke, Terry Delaney, Chair, Marie Hoffman, Recorder

Topic	Discussion	Action
<ul style="list-style-type: none"> • Call to Order and Approval of Minutes 	<p>The meeting was called to order at 9:30 a.m. Terry Delaney recorded this WebEx, and it will be used to record the minutes accurately.</p> <p>Motion was made and seconded (CEmmerthal/SSelke) to open a discussion of the minutes from September 17, 2021. Minutes were accepted unanimously.</p>	
<ul style="list-style-type: none"> • Dean Barfield's Report 	<ul style="list-style-type: none"> • The iTeach memo that recently came out was to let all faculty know that System Office is requiring this process in case the colleges ever has to pivot to teaching online again. System Office knew that training needed to be done and rather than pay a new vendor they decided to use the current system, BPOP and iTeach. <ul style="list-style-type: none"> ○ A discussion on iTeach will take place at the next Ed Tech Committee Meeting regarding faculty possibly being grandfathered in for iTeach and badging. There is already a biennial review that takes place with faculty who teach online. There may be something that can be done for faculty to accelerate the process of this credential. More to come on this. ○ The deadline for faculty to be badged is June 2022. • Efforts are underway to revamp the process for program reviews. A Director of Assessment was hired at the BOR to help make this a more consistent process at all community colleges, especially once we are one college. Program reviews will be ongoing throughout the year and will assess how the programs can be improved in order to bolster enrollment. The low enrolled programs are usually reviewed first. The 	



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	<p>modality of the programs will be assessed too to see if enrollment could be increased if there was a change in modality.</p> <ul style="list-style-type: none"> ○ QVCC has shifted some of their programs to online already to bolster their enrollment. ● It has been approved at the BOR level that if an online program has an on-ground practicum the program is still considered online. 	
<ul style="list-style-type: none"> ● Consent Items 	<ul style="list-style-type: none"> ● First Run Online - DTS*K203 – Elements of Data Science <ul style="list-style-type: none"> ○ Elizabeth Allen gave an overview regarding this request and how it will help with enrollment in this course. 	Info Only
<ul style="list-style-type: none"> ● Gen Ed Update from Terry Delaney 	<ul style="list-style-type: none"> ● There will be a Norming Session on 10/29 at 11:00 a.m. in Teams. Attendees will be split up into two groups. Each team will read about 10 artifacts for assessment. Volunteers are welcome to attend too. 	
<ul style="list-style-type: none"> ● TAP Update: New SLOs, Draft from Sarah Selke 	<ul style="list-style-type: none"> ● There is an updated course substitution policy for TAP pathways. The language of the policy has been changed to highlight faculty participation in the process. The language reflects the collaboration between faculty and the Office of Transfer and Articulation (formerly the role of the TAP Co-Managers) to allow for variances while maintaining consistency for the TAP guarantees. <ul style="list-style-type: none"> a. The policy can be found at this link: https://www.ct.edu/files/pdfs/Substitutions%20Policy.pdf ● All requests for course substitutions should be sent to Sarah, who will consult with Steve Marcellinas, the Director of the Office of Transfer and Articulation. ● FIRC is continuing to review the draft SLOs. All feedback is being addressed, either by revising the draft SLOs to incorporate a particular suggestion, or by a written response explaining why the suggestion did not lead to an observable change in the SLOs. ● The SLOs for Continued Learning/Information Literacy continue to be problematic, and Sarah asked for suggestions for improvement regarding this particular set of SLOs. There 	



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	<p>was a discussion regarding “demonstrating legal access and use of information” as an outcome. How can this be measured? See the links below for reference:</p> <ul style="list-style-type: none"> a. https://docs.google.com/document/d/1X_lkab1JrUF-oNRt3AumU_4TJAvkh7xYL_uwPBWMGAc/edit b. https://docs.google.com/document/d/1S0I7NRZhKc4oY46KYEX4rV1lnaXNR6NXt8GUSFpkJWA/edit <ul style="list-style-type: none"> • Additionally, it was discussed that it will be difficult or impossible for the CLIL outcomes to be adequately covered and successfully assessed in the proposed College & Career Success (CCS 101) course. 	
<ul style="list-style-type: none"> • LAS/GS Update from Steven Neufeld 	<ul style="list-style-type: none"> • Steve Neufeld said that the LAS/GS committee met on Friday October 1 to provide input regarding the proposed LAS and GS degrees. They were joined by Mike Stutz, who had concerns about the inclusion of COM courses, and Sheila Skahan representing herself and Jen Nally, who had concerns about the inclusion of ECE182 and ECE215. Steve said that the committee sent a letter to the APRC saying they voted to not approve the proposals because: <ul style="list-style-type: none"> ○ Students could achieve the LAS degrees without taking any 200-level course work ○ The LAS A.S. degree only recommended that students take a foreign language, and the committee, including its science members, felt foreign language should be required ○ The GS degree no longer had a diversity requirement compared to an earlier draft released last year • The committee also said that COM should be listed as a Humanities discipline in the program requirements because it is included in the lists of Liberal Arts and Sciences electives. The committee also recommended that ECE182 and ECE215 should be listed as social and behavioral science courses, although this might require them to be cross listed as psychology courses, which it was not clear would be done. 	



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<ul style="list-style-type: none"> • APRC Update from Susan Topping 	<p>Susan was unable to attend this meeting but emailed the report below to be added to the minutes.</p> <ul style="list-style-type: none"> • The following programs were endorsed by the CTCC after review and will be forwarded to the BOR: <ul style="list-style-type: none"> ○ Art Studies, A.A. (CSCU Pathway Transfer Degree) ○ Automotive Technology: Honda Professional Automotive Career Training (PACT), A.A.S. ○ Biology Studies, A.A. (CSCU Pathway Transfer Degree) ○ Cannabis Studies Certificate ○ Disability Specialist, A.S. ○ Disability Specialist Certificate ○ Drug and Alcohol Recovery Counselor, A.S. ○ Drug and Alcohol Recovery Counselor Certificate ○ Exercise Science, A.S. ○ Exercise Science Studies, A.A. (CSCU Pathway Transfer Degree) ○ Graphic Design (w/3 options), A.S. Honda Professional Automotive Career Training (PACT) Automotive Service Certificate ○ Medical Assisting, A.S. ○ Medical Assisting Certificate ○ Ophthalmic Design & Dispensing, A.S. ○ Sociology Studies, A.A. (CSCU Pathway Transfer Degree) ○ Speech & Language Pathology Assistant, A.S. ○ Sports and Leisure Management, A.S. ○ Therapeutic Recreation Certificate ○ Visual Arts (w/4 options), A.A. • The following were not endorsed and have been returned for further review following the feedback received from the CCs by 10/8/21: 	



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	<ul style="list-style-type: none"> ○ Therapeutic Recreation Certificate ○ Liberal Arts and Sciences (A.A.) ○ Liberal Arts and Science (A.S.) ○ General studies <p>In addition, it was announced that</p> <ul style="list-style-type: none"> ● There will be a committee to ensure that the language used in both program and course outcomes is assessable and follows Blooms taxonomy or its equivalent. This issues with outcomes are no different than the ones seen in the TRCC review in 2019. ● After 10/22/21 APRC will meet weekly in order to meet the deadlines set. ● The following were discussed and sent out for campus review/endorsement: <ul style="list-style-type: none"> ○ ECE (Transfer) ○ ECE A.S. ○ E.C. Credential Studies ECTC Level A ○ Various ECE course descriptions ○ Music Industry A.S. and course descriptions. ○ Pre-Nutrition A.S. <p>Please note that after discussions with Sheila and Jen, I voted against endorsing the Early Childhood Programs. The Music Industry A.S. at Capitol is worth emulating.</p>	

MEETING ADJOURNED AT 10:41 a.m. on motions made by SNeufeld/EMuenzner