



## Curriculum Meeting Minutes

**Date:** November 19, 2021  
**Location:** WebEx  
**Time:** 9:30 a.m.  
**Present:** Mark Comeau, Carol Emmerthal, Kathleen Gray, Kevin Kelly, Ed. Muenzner, Steven Neufeld, Sarah Selke, Michael Stutz, Susan Topping, Leticia Orozco, Terry Delaney, Chair, Marie Hoffman, Recorder

Topic	Discussion	Action
<b>1. Call to Order and Approval of Minutes</b>	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. Motion was made and seconded (SSelke/EMuenzner) to open discussion of the minutes from October 15, 2021. Minutes were accepted unanimously.	
<b>2. Dean's Report</b>	<ul style="list-style-type: none"> <li>Dean Barfield was interviewing candidates for a TRCC position today. He was unable to make this Curriculum Meeting.</li> </ul>	
<b>3. Consent Item – Course Deletion</b>	<p>Motion made and seconded (SSelke/EMuenzner) to open discussion on Consent Items.</p> <ul style="list-style-type: none"> <li>Course Deletion – CHE*K296 – Chemistry Internship - Everyone at this meeting was in favor of this request.</li> </ul>	<b>Info Only</b>
<b>4. Consent Item - First Run Online – ART*K107 – Introduction to Studio Art</b>	<ul style="list-style-type: none"> <li>Discussion was held on this course regarding supplies that a student would normally be given if they took this course on ground. Will students have to purchase their own supplies if it is online? Will there be a materials fee added to this course? Will there be an art supply packet that students could purchase at the TRCC bookstore, or could it be paid for by their financial aid?</li> <li>Discussion was also held on if students in the online course will have the same advantage as a student in an on-ground section of this course, to “practice a variety of techniques” as is stated in the course’s learning outcomes.</li> <li>This course has been running as an LRON course since March of 2020.</li> <li>Dean Barfield did approve this course to run online in Spring 2022 on an emergency basis.</li> </ul>	<p><b>Motion was made and seconded (SSelke/SNeufeld) to table this First Run Online Course request until the December meeting and invite Sandra Jeknavorian to</b></p>



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	<ul style="list-style-type: none"> <li>• Other community colleges such as CCC and QVCC have a 6-credit studio art course that is all online. However, no one at this meeting knows the approval process for how other colleges decide to put their courses online.</li> <li>• Motion was made and seconded (SSelke/SNeufeld) to table this First Run Online Course request until the December meeting, since the course is already running this Spring semester, and invite Sandra Jeknavorian to come to the meeting to discuss this further.</li> </ul>	<b>come to the meeting to discuss this further.</b>
<b>5. Consent Item - First Run Online Course – CJS*K285 – Forensic Science and Laboratory</b>	<p>Motion to discuss CJS*K285 was made and seconded (EMuenzner/KKelly)</p> <ul style="list-style-type: none"> <li>• Discussion was held on the CJS*K285 course and how it transfers to some colleges. Some colleges accept it as a science course, but not a criminal justice course. This is a hybrid course with an on-ground lab.</li> <li>• UCONN is not accepting credits for science courses that are in a hybrid format after this Spring 2022 semester even if the lab is on-ground. TRCC transcripts do not say if courses are online, hybrid or on ground, but students admitted to UCONN are asked to attest that their science courses were on ground.</li> <li>• More discussion was held on how students intend to use this course and the fact that they need to be advised correctly when taking this course. Per Kevin Kelly there are 66 students in the Criminal Justice Degree Program right now, and 32 students in the TAP Criminology Studies Degree Program. Students transferring to a CCSU four-year university will be able to transfer the credit. The two-year associate degree at TRCC is a career pathway for students, but we do not know if these students are going to look for a job or try to transfer the credit to another college. An advisor could ask this question when advising students to take, or not take, this course.</li> <li>• A vote was held on approving CJS*K285 as a First Run Online Course. Five members of the committee voted in favor, zero opposed and one abstained.</li> </ul>	<b>Info only</b>
<b>6. Consent Item – First Run Online Courses –</b>	<p>Motion made and seconded (EMuenzner/KKelly) to discuss ECN*K101 – Principles of Macroeconomics to run online.</p>	<b>Info Only</b>



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<b>ECN*K101 and ECN*K102</b>	<ul style="list-style-type: none"> <li>• There was no discussion on this request. Everyone at this meeting was in favor of this course running online.</li> </ul> <p>Motion made and seconded (SSelke/EMuenzner) to discuss ECN*K102 – Principles of Microeconomics to run online.</p> <ul style="list-style-type: none"> <li>• There was no discussion on this request. Everyone at this meeting was in favor of this course running online.</li> </ul>	
<b>7. TAP/Gen Ed Competency Designation for ENG *K214</b>	<ul style="list-style-type: none"> <li>• Michael Stutz reported that there is a Gen Ed mapping proposal for ENG*K214 for the following two designations:               <ol style="list-style-type: none"> <li>1. Appreciation of Aesthetic Dimensions of Humankind</li> <li>2. Critical Analysis and Logical Thinking</li> </ol> </li> <li>• Also included in this Curriculum Meeting’s handouts was an example assignment that a student would need to complete once these designations were approved.</li> <li>• These designations were already voted on by the Gen Ed Committee and it was passed unanimously.</li> <li>• Everyone at this meeting was in favor of this mapping proposal.</li> </ul>	
<b>8. Gen Ed Update from Michael Stutz</b>	<ul style="list-style-type: none"> <li>• The Gen Ed Committee is conducting the AY 20-21 assessment of Historical Knowledge and Oral Communication this fall and will conduct the AY 21-22 assessment of Scientific Reasoning and Scientific Knowledge in the spring. Faculty volunteers will work on both the fall and spring assessments. The trainings will be conducted remotely via Teams and the assessments will be done on Digication.</li> </ul>	
<b>9. TAP Update from Sarah Selke</b>	<ul style="list-style-type: none"> <li>• FIRC continues to work on revising the draft SLOs, plan to finish at 12/10 meeting, finalized SLOs will go out for endorsement at the beginning of spring semester</li> <li>• FIRC will oversee the creation of the rubrics in Spring 2022</li> </ul>	
<b>10. LAS/GS update from Steve Neufeld</b>	<ul style="list-style-type: none"> <li>• Steve Neufeld reported that the LAS and GS degrees had not been approved by the APRC yet. He also provided comments regarding the proposed diversity outcomes that were based on Our LAS and GS Global/Cultural/Diversity requirement. He expressed concerns</li> </ul>	



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	<p>that the global awareness outcomes and one of the cultural awareness outcomes had been dropped, and a course also only had to meet two of the remaining three outcomes. It seemed the outcomes were developed without a clear sense of how they would fit into the curriculum and specific plans of study like LAS and GS.</p>	
<p><b>11. APRC Update from Susan Topping</b></p>	<p>APRC is meeting weekly and will continue to meet throughout Spring 2021.</p> <ul style="list-style-type: none"> <li>• Degree POS and courses that have been approved by APRC for endorsement have been sent out for faculty review.</li> <li>• As Curriculum is not reviewing items related to the aligned curriculum, please see separate emails.</li> <li>• Major changes include 6 credit college level ESOL classes will count towards graduation. 3 and non-college credit courses are forthcoming.</li> <li>• Foreign Languages are now Language and Culture.</li> <li>• There are a number of certificates and degrees that TRCC might be interested in offering post-consolidation. Please see my APRC emails for information.</li> <li>• A number of changes regarding pre and co-reqs will be made once ACME have concluded their work.</li> <li>• The challenges of meeting the deadline for the AY 2023-4 catalogue remain.</li> <li>• Decisions are being made simultaneously and in parallel about courses, POS etc. and this remains problematic. Presumably as the catalogue is generated these problems will be solved.</li> </ul>	

**MEETING ADJOURNED AT 11:25 a.m. on motions by SSelke/SNeufeld**