



Curriculum Meeting Minutes

Date: Friday, March 11, 2022
Location: WebEx
Time: 9:30 a.m.
Present: Elizabeth Allen, Kem Barfield, William Dopirak, Carol Emmerthal, Kathleen Gray, Janet Hagen, Kevin Kelly, Kacey McCarthy-Zaremba, Ed Muenzner, Steven Neufeld, Sarah Selke, Michael Stutz, Susan Topping, Terry Delaney, Chair, Marie Hoffman, Recorder

Topic	Discussion	Action
1. Call to Order and Approval of Minutes	<ul style="list-style-type: none"> • The meeting was called to order at 9:30 a.m. • Motion was made and seconded (EMuenzner/STopping) to open discussion of the minutes from December 17, 2021. • Susan Topping brought up one thing that needs to be changed in the December minutes. It is in the APRC Update section of the minutes. CSC 101 should be changed to CCS 101. The minutes were accepted unanimously with this change. 	
2. Dean's Report	<ul style="list-style-type: none"> • The credit threshold for academic probation is being discussed at the System wide Deans' Meetings. The Deans want to standardize this in all the community colleges. The average in the system is 17.5 credits. TRCC's threshold is the highest at 21. The Deans are talking about standardizing it to 18 or possibly 17, since once a student meets 18 credits, they have to pay the extra \$100 fee. More to come on this. • Work is being done to get the common calendar aligned with all the community colleges. It will be fully aligned in Spring 2023. • System Office will be taking over AR approvals in Spring 2023. Dr. Gomez's Office at System Office is working on an approval process for AR. More details to come. • Department Chairs will stay in place through the 2022-2023 academic year. • System Office has created a General Education for Learning Outcome survey. Mike Stutz will work with the Gen Ed Committee to complete the survey for TRCC, and he will turn it in to System Office when it is complete. System Office will use this info to see where we are as a system. • There has been a lot of discussion at the system level about a common assessment for CCS 101. Discussion is taking place on possibly making this course available in high schools too. In the one college CCS 101 is replacing FYE and all Perspective courses. 	



Curriculum Meeting Minutes

Topic	Discussion	Action
	<ul style="list-style-type: none"> • CCS 101 will be required in all degree programs in the one college. When approved through the APRC, the course could be listed as a pre req to a degree program in order to not lose any of the other courses that make up the degree. If this is the case a student may not have time in their two-year plan of study to take this course to satisfy the pre req. They could possibly take it in the summer or in high school. <ul style="list-style-type: none"> ○ More discussion is needed on if/how a student who already has a bachelor's degree could request a waiver from this course. ○ System office's expectation is that TRCC will be doubling its offerings of this new course compared to TRCC's current number of FYE offerings. ○ Discussion points that were brought up at this Curriculum Meeting regarding offering this course in high school are listed below: <ul style="list-style-type: none"> ➤ How will the outcomes be assessed to confirm the high school students are achieving the same outcome as a student would if taking the course on the TRCC campus? ➤ How can college life be taught if students are still in high school? ➤ Suggestion was to give high school students an equivalency exam to confirm what they learned in the course. ➤ Will high school teachers be trained or certified to teach this course? CCP teachers have to be approved to teach each college course. This is because of NECHE's rule that high school teachers have to have the same level of qualifications as a teacher who was teaching the same college course on campus. What will the process be for this course? ➤ If some high schools have a qualified teacher and others do not, then this would be an equity issue. How would we make this equitable for all high school students in our area? ➤ Suggestion was made to work with the High School Partnership Program. This program allows up to four high school students to come to campus to take one college course a semester. 	
3. New Course Proposal	<p>Motion was made and seconded by (CEmmertal/EMuenzner) to approve the new course proposal for DTS*K274 Data Visualization.</p> <ul style="list-style-type: none"> • Beth Allen explained that this course already exists as CSC*K274. It has been used as an elective in the Computer Science program and is used in the Data Analytics Certificate. The reason for this new course proposal is because the CSC*K274 course will not be going forward into the one college, but the DTS*K274 will be. 	Info Only



Curriculum Meeting Minutes

Topic	Discussion	Action
	<ul style="list-style-type: none"> • It was brought up that there is a slight difference in the course description and pre reqs for DTS*K274 compared to the CSC*K274 course description and pre reqs. <ul style="list-style-type: none"> ○ Kacey McCarthy-Zaremba relayed that exceptions to alignment in prerequisites within a cross-listed pairing of courses (i.e. DTS* K274/CSC* K274) are able to be carried out when needed as per the College’s cross-listing procedure, as long as the justification for the disparity is provided and Curriculum Committee approves. Additionally, she mentioned that the lack of alignment in the courses’ descriptions and prerequisites is very temporary, as the CSC* K274 course will be ending in a couple of semesters with the launch of the systemwide catalog and DTS* K274 being set up to transfer seamlessly to the one college. • Beth explained that the current pre req of CSC*K108 that is listed for the CSC*K274 course is going away in the one college, so instead of listing CSC*K108 as a pre req for the DTS*K274 course, her department recommended that she list “any 100 level CSC course” as a pre req. This way a student would have some kind of computer experience before they took the DTS*K274 course. • All at this meeting were in favor of this new course proposal. 	
4. Course Cross Listing Proposal	<p>Motion was made and seconded (EMuenzner/STopping) to approve the cross listing proposal for DTS*K274 and CSC*K274 Data Visualization.</p> <ul style="list-style-type: none"> • Because of the reasons already stated above, Beth Allen has proposed that DTS*K274 and CSC*K274 be cross listed. • Beth gave a public thank you to Mark Comeau for his support in helping her with her concerns regarding the many changes that are happening now regarding the one college. • Beth relayed to the group that the Computer Science degree plan in the one college is going to look very different then the way TRCC’s Computer Science degree plan looks now. • All were in favor of this cross listing. 	Info only
5. Gen Ed Update from Mike Stutz	<ul style="list-style-type: none"> • The General Education Committee has been planning to conduct two assessments this year. The first, in the fall, was an assessment of Historical Knowledge and Oral Communication. This assessment was successfully concluded. The second assessment of Scientific Knowledge and Scientific Reasoning was planned for the spring. However, the committee learned that there is an issue with the integration of Digication and Banner with the spring 	



Curriculum Meeting Minutes

Topic	Discussion	Action
	<p>classes. Because of this, the committee is currently working with TRCC's Director of Educational Technology and Digication to resolve the integration problem. This issue could necessitate moving the spring assessment to fall, depending on whether Digication is able to resolve the issue. An alternative could be to assess different outcomes. The committee will update the Curriculum Committee in April regarding the resolution.</p> <ul style="list-style-type: none"> ○ Dean Barfield relayed that he is working with MRW regarding Tunxis' Digication code to see if it can be put into the code on TRCC's website. If this does not work, there is another option they can look at too. ● The committee is also reviewing the proposed FIRC SLOs and will be providing feedback to the Faculty Senate on the guidelines and SLOs prior to the April Faculty Senate meeting. This feedback is focused on the outcomes as a general education curriculum and is separate from the departmental and Curriculum Committee feedback. 	
<p>6. TAP Update, FIRC Update, SLO Update from Sarah Selke</p>	<p>Sarah Selke was unable to attend this meeting. She emailed the info below regarding her updates.</p> <p>Framework30 SLOs</p> <ol style="list-style-type: none"> 1. The new proposed Framework30 SLOs have been sent to the CSCUs for approval. Faculty have been asked to choose between the original 2012 SLOs or the new proposed 2022 SLOs. 2. The Gen Ed Task Force and the Curriculum Committee will review the SLOs and make a recommendation to Faculty Senate by April 8th. 3. Faculty will discuss the SLOs at the April 8th Faculty Senate meeting and will either vote at the meeting or by email ballot after the meeting. 4. Sarah will report TRCC outcome to FIRC, deadline is May 30th. 5. Curriculum representatives – please discuss the SLOs in your department and be prepared to give a recommendation on behalf of your department at the April 8th Curriculum meeting. <p>Transitioning CSCU Transfer degrees to CSCC (alignment of Part B)</p> <ol style="list-style-type: none"> 1. In Spring 2019, FIRC decided to standardize Part B of the CSCU Transfer degrees. Part B is a 6-credit portion of the Framework30 that varies between the community colleges. The chart below shows which categories each college chose as their Part B 	



Curriculum Meeting Minutes

Topic	Discussion					Action	
		OC	CLIL	CALT	SP II	AD II	
	ACC	X	X				
	CCC				X	X	
	GCC	X		X			
	HCC	X			X		
	MCC	X	X				
	MXCC	X			X		
	NCCC		X		X		
	NCC	X	X				
	NVCC	X	X				
	QVCC	X		X			
	TRCC	X		X			



Curriculum Meeting Minutes

Topic	Discussion						Action
	TXCC		X	X			
	<ol style="list-style-type: none"> 2. The CT State TAP degrees will require Oral Communication and Continued Learning/Information Literacy. 3. Currently, the TRCC TAP degrees require Oral Communication and Critical Analysis/Logical Thinking. 4. Some students could be caught during the transition to CT State, having completed a degree requirement at TRCC (CALT) that no longer exists in the POS at CT State, and missing a new requirement (CLIL). 5. At the March FIRC meeting, FIRC representatives will draft a policy designed to help all TAP students who will be caught during the transition. For example, a TRCC student who has taken a CALT course will be allowed to substitute that course for the CLIL requirement. 6. I will report on the proposed policy once it is approved by FIRC. 7. In the meantime, we should continue to advise our TRCC TAP students on the degree requirements for our current TRCC TAP degrees. <p>Safe Courses Task Force</p> <ol style="list-style-type: none"> 1. This is tangential to TAP/FIRC. 2. Steve Marcelynas, Director of the Office of Transfer, has convened a system-wide task force, and Sarah is the representative for the Capitol-East region. The task force has their first meeting this week which was primarily introductions and reviewing the charge. Sarah will keep everyone updated on the progress of this task force. 						
7. LAS/GS Updates from Steve Neufeld	<ul style="list-style-type: none"> • Steve reported that there are no new updates at this time. 						
8. Other	<ul style="list-style-type: none"> • Dean Barfield told the group that today is the last APRC meeting for getting items into the one college's catalog for Fall 2022. There will be more meetings coming up to get courses and programs vetted, but it will be too late for getting these items into the first catalog. • Cross walking is being worked on now. System office is working with individual colleges regarding how their courses will move into the one college. More discussion will be happening with faculty on how to best prepare the crosswalks. Dr. Amy Feest, Associate Vice President of Academic Programs and Curriculum at System Office, did 						



Curriculum Meeting Minutes

Topic	Discussion	Action
	tell the DC's and PC's last week that students will be kept as "whole as possible" in this process. Course substitutions will be flexible and there could be some blanket substitutions. The Safe Course Task Force will be helping with this process too. It is important to have a TRCC faculty member on this task force since this task force will determine what courses fill for gen ed courses too.	

MEETING ADJOURNED AT 10:30 a.m. on motions by EAllen/EMuenzner