Call to Order
Approval of Minutes  September 4, 2014

### New Business

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Status</th>
<th>Instructor</th>
<th>Page</th>
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<tbody>
<tr>
<td>14 - 99</td>
<td>ANT 103 Introduction to Cultural Anthropology</td>
<td>First Reading</td>
<td>M. Stanton</td>
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<tr>
<td>14 - 100</td>
<td>ANT 105 Introduction to Archeology</td>
<td>First Reading</td>
<td>M. Stanton</td>
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<td>14 - 101</td>
<td>C217C Radiologic Technology</td>
<td>First Reading</td>
<td>P. Harmon</td>
<td>17</td>
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<td>14 - 102</td>
<td>C280A Facilities Engineering Technology</td>
<td>First Reading</td>
<td>P. Jensen</td>
<td>28</td>
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<tr>
<td>14 - 103</td>
<td>C380A Facilities Engineering Technology Certificate</td>
<td>First Reading</td>
<td>Revised Curriculum</td>
<td>P. Jensen</td>
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</tbody>
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Other:
A) Strategic Plan Update (‘Identify gaps in existing Career and Tech Ed Curriculum’ and ‘Promote Portable, Stackable Certificates’) – C. Antonich

B) A.A.S Degree Revision Update – S. Campos

C) Online Catalog Update – S. Misasi Maratto

Distribution: Academic Deans, Associate Deans, Department Chairpersons/Coordinators, College Curriculum Committee, Agendees and the President

Printed: 9/24/2014
CALL TO ORDER/ROLL CALL

S. Campos called the meeting to order at 2:40 p.m.

**Members present:** (voting) S. Campos, C. Nicholson, C. Antonich (for D. Olson), B. Decker, G. Jablonski, L. Carvajal, M. Flaherty, R. Connor, L. Wester, H. Bohleke, R. Segovia, S. Hughes, M-R Moore and A. Turner

**Members absent:** (voting) P. Jaswilko, C. Davis and W. Griffin

**Resource Members present:** K. Lisle, N. DeMayo, V. Howard and M. A. Tobin

**(non-voting)**

**Resource Members absent:** D. Baness-King, P. Jensen, I. Zurawska and M-A Zicher

**(non-voting)**

**Agendee(s):** J. Augustine, L. Carvajal, M.A. Tobin and S. Campos

**Visitor(s):** S. Berryhill

APPROVAL OF COLLEGE CURRICULUM MINUTES

_Motion to approve minutes of May 1, 2014, passed unanimously by voice vote._

S. Campos introduced and welcomed new Committee members, K. Lisle (Research), R. Jaimes (Automotive) and G. Jablonski (Mathematics).

OLD BUSINESS

None

NEW BUSINESS

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<thead>
<tr>
<th>Item No.</th>
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<th>Readings</th>
<th>Action Taken</th>
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<tr>
<td>14-94</td>
<td>U230A31</td>
<td>rev curr</td>
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<td>14-95</td>
<td>ANT 201</td>
<td>rev curr</td>
<td>X</td>
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L. Carvajal stated that ANT 201 is being deleted, because it is an outdated course, other schools are not offering, and it is not an IAI course. ANT 101, 150 and 275 have been added to recommended electives in the Anthropology A.S. Degree for additional elective options for students. _Motion to approve item numbers 14-94 and 14-95, passed unanimously by voice vote._

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<tr>
<td>14-96</td>
<td>C243A</td>
<td>rev curr</td>
<td>X</td>
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<tr>
<td>14-97</td>
<td>C443B</td>
<td>rev curr</td>
<td>X</td>
<td>approved</td>
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<tr>
<td>14-98</td>
<td>C443C</td>
<td>rev curr</td>
<td>X</td>
<td>approved</td>
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J. Augustine stated that for:
C4443, CJA 118 was added as an option with CJA 116 to give students an additional course to choose as an elective. L. Wester asked why CJA 118 was added. J. Augustine replied that he has attempted in the last few years to offer at different times to increase enrollment and thought CJA 118 would be a good option to complete the certificate. He had previous discussions with security agencies in Chicago to get a cohort together. L. Wester asked what the minimum credits are for a program to be financial aid eligible. A. Turner replied sixteen. L. Wester suggested increasing the number of credit hours to make the program financial aid eligible. J. Augustine appreciates the information, but it is not a priority, as the employer would cover the cost. C. Antonich asked if he would increase the number of credits to attract more enrollment and would he be willing to downsize the program if not viable. J. Augustine replied he would and noted that this certificate is a basic certificate. C. Antonich asked if this certificate is stackable. J. Augustine replied that he does not foresee making this certificate stackable, as it would be difficult to do. C. Antonich asked if the issue is enrollment and he is not yet ready to end the program. J. Augustine replied that he is trying these changes to evaluate which is the right direction to take. N. DeMayo stated that a program cannot become effective in Spring, as Degree Audit in Colleague is set to only summer/fall. S. Misasi Maratto said that could be adjusted by program effective dates, which would determine the catalog year, and suggested that further discussion may need to occur with J. Smith regarding Degree Audit. C. Antonich added that Colleague should not hinder the curriculum process.

C443B, CJA 107, Stress Management in Law Enforcement (SMILE) was added to the first semester and should be included in every CJA program as it is an important course. CJA 201, Criminology was removed, but will remain in the AA, AS and AAS degrees. CJA 166, Criminal Investigation was moved from semester one to semester two, based on discussion with various chiefs of police and the advisory committee’s recommendation. The rationale for making these changes is that many CJA courses are taken by Cook County Sherriff’s Police Academy students and the Academy is extending their hours from 400 to 600-680 hours. Triton receives revenue for courses in which the students enroll. The Academy is focusing more on Stress Management in law enforcement, but the State has not yet divulged their plan; therefore CJA 107 will be an integral course in Criminal Justice programs. J. Augustine noted that he will return to curriculum with a new course to offer with CJA 107.

C243A, CJA 175, Report Writing for Criminal Justice was added as an option with BUS 125 because there was a problem with poor English in students’ reports. There also were not enough students enrolled in BUS 125. J. Augustine has spoken with W. Griffin about the low enrollment in BUS 125 and adding CJA 175 as an option, as he may in the future remove BUS 125 from the program if there is not enough enrollment. L. Wester asked since CJA 175 was removed from the electives list and is now a required course would those students who took the course as an elective need to petition to use it as a required course. J. Augustine noted that he appreciates L. Wester’s input and replied that those students would need to petition to fulfill the requirement. L. Wester questioned if we still have Cooperative Education (CWE) courses. M.A. Tobin replied we do. H. Bohleke added that students still request CWE courses. J. Augustine stated that he will be assessing if CWE is viable in his program or create his own cooperative education course with set objectives. M.A. Tobin added that she noticed when putting together the course revision trackers that CWE has not been updated in years and we need to look at courses that no longer serve their original purpose. J. Augustine stated that he suggests students take CWE courses for internships. 

Motion to approve item numbers 14-96 through 14-98, passed unanimously by voice vote.

OTHER:
A) A.A.S. Degree Review Update – S. Campos
S. Campos stated that changes were approved for the AAS Degree in Spring 2014
and for anyone intending to revise their program all changes need to be done and submitted by the submission deadlines for the November CCC to meet the deadlines for the catalog, Web and schedule. The Health requirement has been eliminated for the degree. It may be deleted if it is not beneficial to your program. Changes to the gen-ed requirement were made to allow flexibility in gen-ed requirements. N. DeMayo questioned if students can take Social and Behavioral Science gen-ed electives or all Humanities electives in the same area. S. Campos replied they can. M. Flaherty stated that the wording needs to be adjusted for RHT 101, RHT 102 and SPE 101 requirement. The Rhetoric course should be specific, not listed as RHT because students cannot use RHT 095, for example, to count for the RHT requirement. N. DeMayo questioned that six total credits are now required for Social & Behavioral Science or Humanities & Fine Arts and there are many programs that will need to come to the CCC by November. S. Campos replied that is what she is referring to and she has contacted the coordinators and anticipates many programs coming to CCC. N. DeMayo added that some programs may not need to make any changes. J. Augustine stated that he is keeping the health requirement as it is needed in the Criminal Justice program. S. Campus stated that she is changing the Nuclear Medicine program, as students need to have CPR early and a current CPR card to get into a course and will require three hours of Humanities. V. Howard stated that prerequisites for graduation review follow what is listed on the catalog page and asked if the handout will need to be followed. S. Campos stated the requirements will differ by program. N. DeMayo questioned if there will be a list of courses to choose from on the catalog page. R. Segovia replied that the electives list remains the same. N. DeMayo asked if students who have taken only one hour of Humanities would be eligible to graduate. L. Wester replied that students can take three, one-hour Humanities courses to fulfill the three-credit Humanities requirement. S. Campos added that a change may need to be made to make up for the other six credits. V. Howard stated that there seems to be contrasting information. S. Campos presented J. Augustine’s example of gen-eds required in his program. V. Howard asked how the Social & Behavioral Science and Humanities requirement is handled if a program does not change. S. Campos replied that if a program does not meet the new AAS Degree model they will need to be revised and submitted to Curriculum. L. Wester stated that health is now an elective instead of a gen-ed requirement. A. Turner asked if the deans will contact the coordinators. S. Campos stated that she will attend department meetings to get the word out. And added that this has previously discussed and voted on by the CCC and Academic Senate last Spring. N. DeMayo questioned that a degree can be lowered to 60 credits. S. Campos replied that is the goal.

B) Clarification of Assessment Tools in Course Outline Template – M. A. Tobin
S. Campos stated that clarification regarding the Assessment Tools in the course outline was posted in the Technical Review Committee (TRC) shell in BlackBoard. The Formative and Summative Assessment together should equal one-hundred percent.

C) Inactive Programs/Course-Taker Courses – S. Campos
S. Campos noted that the handouts she distributed include Inactive programs and courses that are not attached to a regular program, which need to be addressed. A report should be run to see if students are currently enrolled in an inactive program and courses that are not attached will either need to be withdrawn or attached to a
program. S. Campos asked if the course-taker courses can be revised and S. Misasi Maratto replied they can, as currently they are active courses.

D) Course Fees – S. Campos
S. Campos stated that previously the CCC approved courses that included course fee changes and noted that we may return to that practice. S. Campos noted that fees for her courses with the same amount of labs were all different but should not be. New course fees are currently approved through the CCC. Deans and faculty decide on the amount of fees for courses with justification. Revised course fees currently do not change when a course is changed through the curriculum process, as a separate Board Action Item must be submitted by the dean for Board approval, which is not being done. She gave an example of a course that had the lab credits removed, but the fee is still being charged. If lab fees changes were approved through the curriculum process, as approved by the dean, and would ultimately be approved by the Board, which would keep the course fees more current. J. Augustine stated that one of the CJA courses has a $75 fee, but none of the monies collected is credited to his area, but goes into a general fund and does not agree with that process, as the fee(s) should go back to the department. S. Berryhill added that students ask why there is a course fee and she could not answer. S. Campos stated that her students wear radiation badges and they are charged $25 if they lose it and the money never comes back to her department. L. Carvajal concurred with S. Campos. S. Campos noted course fees also need to be precise in Colleague because in some aspects there is lost revenue and some aspects the fee is too high.

L. Wester noted that after the May 1st meeting last spring, she spoke with B. Justiz regarding the Fire Science changes. FIR 115 was moved from semester two to semester one, but FIR 115 has a prerequisite of FIR 111. The course should be brought back to CCC to make FIR 111 concurrent with FIR 115, not a prerequisite because it affected fall registration. There was a temporary solution put forth for the fall semester.

B. Decker stated that anyone considering changing the Humanities/Fine Arts requirement in their programs won’t have any problems and added that eliminating the one-hour Humanities courses will be a plus, as it is difficult to find teachers to teach a one-hour course.

Adjournment: S. Campos adjourned the meeting at 3:25 p.m.

Submitted by: S. Campos, Chairperson

Susan Misasi Maratto: Recording Secretary