MEMO

TO: Dr. Douglas Olson
FROM: S. Campos, M.R. Moore
DATE: Tuesday, May 06, 2014
RE: College Curriculum Committee Item(s) from April 3, 2014 and May 1, 2014 for Academic Senate on May 13, 2014

<table>
<thead>
<tr>
<th>CCC Number</th>
<th>Item/Description and Summary</th>
</tr>
</thead>
</table>
| HTH 213    | **Lifestyle for Health and Fitness**  
Proposal Type: Delete Course  
**Rationale:** HTH 213 has been deleted, as all course topics and learning objectives are covered in its prerequisite HTH 210. HTH 213 has not been offered in over a decade. |
| PED 201    | **Sports Officiating**  
Proposal Type: Revised Course  
**Summary:** course outline updated for currency  
**Rationale:** PED 201 was updated by revising the course description to include the sports that are currently being covered. Sports that are no longer listed are swimming and tennis. Football, lacrosse, and wrestling were added. The change of sports within the description allows for development in the areas that are most employable today. Overall learning goals were revised to include officiating as the main objective and eliminate the term "effective teaching techniques to coach". Four topics were added, including learning objectives: psychology of officiating, officiating philosophy, fitness for officials, and managing professional responsibilities. |
| HIS 151    | **History of the U.S. to 1877**  
Proposal Type: Revised Course  
**Summary:** course description change  
**Rationale:** Change to "United States" from "American" provides greater clarity and cultural awareness and accords with current professional usage. Many students assume they must take HIS 151 before HIS 152. However, HIS 151 and 152 do not have to be taken in chronological order. The new description will clarify that point. It is likely that many students, if explicitly presented with the choice would prefer HIS 152 over HIS 151, as HIS 152 deals with topics that are more recent and thus more accessible and more obviously relevant to our students. Being clearer regarding the fact that HIS 151 need NOT be taken before HIS 152 will help enhance student success. |
| HIS 152    | **History of the U.S. Since 1877**  
Proposal Type: Revised Course  
**Summary:** course description change  
**Rationale:** (see Rationale for HIS 151) |
C206F  HIA/Restaurant Management  Effective Date: 8/24/2014
Proposal Type: Revised Curriculum

Summary: add HIS 152 to HIS 151 or PSC 150 or SSC 190 Social & Behavioral Sciences option

Rationale: Currently, only HIS 151 (History of the United States to 1877) is listed as a general education elective for this program. This revision allows students the option to choose either HIS 151 or HIS 152 (History of the United States Since 1877). HIS 151 is NOT a prerequisite to HIS 152, and taking HIS 151 rather than HIS 152 does not confer any special or additional benefit to the student (for example, it does not qualify as an alternative to taking the Constitution test). It is likely that many students, if explicitly presented with the choice, would prefer HIS 152 over HIS 151, as HIS 152 deals with topics that are more recent and thus more accessible and more obviously relevant to our students.

C206H  HIA/Hotel/Motel Management  Effective Date: 8/24/2014
Proposal Type: Revised Curriculum

Summary: add HIS 152 to HIS 141 or PSC 150 or SSC 190 Social & Behavioral Sciences option

Rationale: (see Rationale for C206F)

C206J  Human Resource Management  Effective Date: 8/24/2014
Proposal Type: Revised Curriculum

Summary: add HIS 152 to HIS 151 or PSC 150 or SSC 190 Social & Behavioral Sciences option

Rationale: (see Rationale for C206F)

C206L  HIA/Culinary Arts Degree  Effective Date: 8/24/2014
Proposal Type: Revised Curriculum

Summary: add HIS 152 to HIS 151 or PSC 150 or SSC 190 Social & Behavioral Sciences option

Rationale: (see Rationale for C206F)

C206M  HIA/Baking and Pastry Degree  Effective Date: 8/24/2014
Proposal Type: Revised Curriculum

Summary: add HIS 152 to HIS 151 or PSC 150 or SSC 190 Social & Behavioral Sciences option

Rationale: (see Rationale for C206M)

C207F  Computer Network & Telecomm Systems  Effective Date: 8/24/2014
Proposal Type: Revised Curriculum

Summary: add HIS 152 to HIS 151 or PSC 150 or SSC 190 Social & Behavioral Sciences option

Rationale: (see Rationale for C206F)

C207F  Computer Information Systems  Effective Date: 8/24/2014
Proposal Type: Revised Curriculum

Summary: add HIS 152 to HIS 151 or PSC 150 or SSC 190 Social & Behavioral Sciences option

Rationale: (see Rationale for C206F)

C207F  Criminal Justice Administration  Effective Date: 8/24/2014
Proposal Type: Revised Curriculum

Summary: add HIS 152 to HIS 151 or PSC 150 or SSC 190 Social & Behavioral Sciences option

Rationale: (see Rationale for C206F)

C207F  Automotive General Motors/AC Delco  Effective Date: 8/24/2014
Proposal Type: Revised Curriculum

Summary: add HIS 152 to HIS 151 or PSC 150 or SSC 190 Social & Behavioral Sciences option

Rationale: (see Rationale for C206F)
<table>
<thead>
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<tbody>
<tr>
<td>C247E</td>
<td>Automotive Service Department Management</td>
<td>Revised Curriculum</td>
</tr>
<tr>
<td>C248C</td>
<td>Visual Communication Graphic Design</td>
<td>Revised Curriculum</td>
</tr>
<tr>
<td>C248V</td>
<td>Engineering Technology Degree</td>
<td>Revised Curriculum</td>
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<tr>
<td>C249C</td>
<td>Digital Photography</td>
<td>Revised Curriculum</td>
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<tr>
<td>U224A07</td>
<td>Community Studies</td>
<td>Revised Curriculum</td>
</tr>
<tr>
<td>U224A13</td>
<td>Education</td>
<td>Revised Curriculum</td>
</tr>
<tr>
<td>U224A23</td>
<td>Speech Communication</td>
<td>Revised Curriculum</td>
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<tr>
<td>U250M50</td>
<td>AFA/Fine Arts</td>
<td>Revised Curriculum</td>
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<tr>
<td>U250M51</td>
<td>AFA/Music</td>
<td>Revised Curriculum</td>
</tr>
</tbody>
</table>

**C247E**
- **Proposal Type:** Revised Curriculum
- **Summary:** add HIS 152 to HIS 151 or PSC 150 or SSC 190 Social & Behavioral Sciences option
- **Rationale:** (see Rationale for C206F)

**C248C**
- **Proposal Type:** Revised Curriculum
- **Summary:** add HIS 152 to HIS 151 or PSC 150 or SSC 190 Social & Behavioral Sciences option
- **Rationale:** (see Rationale for C206F)

**C248V**
- **Proposal Type:** Revised Curriculum
- **Summary:** add HIS 152 to HIS 151 or PSC 150 or SSC 190 Social & Behavioral Sciences option
- **Rationale:** (see Rationale for C206F)

**C249C**
- **Proposal Type:** Revised Curriculum
- **Summary:** add HIS 152 to HIS 151 or PSC 150 or SSC 190 Social & Behavioral Sciences option
- **Rationale:** (see Rationale for C206F)

**U224A07**
- **Proposal Type:** Revised Curriculum
- **Summary:** add HIS 152 to suggested Community Studies electives
- **Rationale:** (see Rationale for C206F)

**U224A13**
- **Proposal Type:** Revised Curriculum
- **Summary:** add HIS 152 to Social & Behavioral Sciences electives
- **Rationale:** (see Rationale for C206F)

**U224A23**
- **Proposal Type:** Revised Curriculum
- **Summary:** add HIS 152 to HIS 151 or PSC 150 or SSC 190 Social & Behavioral Science options
- **Rationale:** (see Rationale for C206F)

**U250M50**
- **Proposal Type:** Revised Curriculum
- **Summary:** add HIS 152 to Social & Behavioral Sciences electives
- **Rationale:** (see Rationale for C206F)

**U250M51**
- **Proposal Type:** Revised Curriculum
- **Summary:** add HIS 152 to HIS 151 or PSC 150 Social & Behavioral Science option
- **Rationale:** (see Rationale for C206F)

**ENT 232**
- **Proposal Type:** Revised Course
- **Summary:** prerequisite to 'ENT 110'
- **Rationale:** The prerequisite for ENT 232 was revised to clarify the root prerequisite, ENT 110, the ability to work with production drawings with CAD.

**ENT 260**
- **Proposal Type:** Revised Course
- **Summary:** prerequisite to 'ENT 110'
- **Rationale:** The prerequisite for ENT 260 was revised so that students who have successfully completed ENT110 are able to register. It has been determined that metrology knowledge covered to the level it is in ENT 111 is not required for success in this course.


C226A  Environmental Science AAS  Effective Date: 1/20/2015
Proposal Type: New Curriculum

Summary: program required hours: 42-45; general education: 18; program electives 7-8; total program credits: 67-71

Rationale: The Environmental Science AAS degree fits within the CTE Science and Math pathway of the Science, Technology, Engineering and Math Cluster. This program of study is geared for students interested in entry-level positions within the environmental testing and/or consulting and related industries. Environmental scientists with this type of training may be employed by a variety of environmental consulting firms, government agencies, nonprofit organizations and universities. Employment opportunities for an environmental science and protection technician include, but are not limited to, assessment/monitoring, treatment, and remediation of contaminated sites including soil, water and air, EPA Compliance Inspection, and Hazardous Material Handling. The State of Illinois Occupational Employment Projections (Long-term) indicates that the number of anticipated employment openings per year in the environmental science profession is a total of 63. The anticipated completion rate for the Environmental Science A.A.S. is 5-7 graduates annually.

An Environmental Science Advisory Committee has been established and includes members of diverse backgrounds to ensure an informed and relevant curriculum would be developed for this program. Members of the advisory committee include Triton College faculty (Joe Beuchel, Beth Cliffel, John Tandarich), faculty and articulation representatives from 4-year colleges (Mike Bryson/Roosevelt University, Mike Morosovollo/Dominican University and James Montgomery/DePaul University), members with industry experience in the field (Ben Newton/Triton College, Dan Tonnisen/Triton College, Arthur Pearson/ Next Generation of Conservation Leaders, Bryan Glosis/Chicago Center for Green Technology), and the director of the Triton College Sustainability Center (Adrian Fisher).

ENV 150  Environmental Sciences Field Methods  Effective Date: 1/20/2015
Proposal Type: New Course

Summary: 4 credits; 2 lecture; 4 lab

Rationale: The environmental science advisory committee emphasized the importance of a field methods class to effectively prepare students for a career as an environmental science technician or to transfer and pursue a four-year degree in the field. There are a significant amount of consumable lab materials needed to teach this course, including water, air, and soil testing reagents, so we have included a $75.00 course fee to cover the cost of these materials.

GOL 103  Environmental Geology: Aspects of Global Hazard & Change  Effective Date: 1/20/2015
Proposal Type: New Course

Summary: 3 credits; 3 lab

Rationale: The topics covered in GOL 103 include e.g. human-environment interactions and global change, air pollution, water contamination, soil erosion, wetland loss, and environmental law. These topics provide the knowledge-based necessary for someone entering the field of environmental science. For this reason, the Environmental Science Advisory Committee recommended that this environmental geology course be incorporated into the environmental science program curriculum.

A.A.S. Degree Review  Effective Date: 8/24/2014
Proposal Type: Revised Curriculum

Summary: The general education for the AAS Degree requirements was reduced from 17 to 15; the Health and Fitness requirement was removed; and the total AAS Degree program credits from 64-72 to 60

Rationale: These changes were proposed to increase student completion and will also allow more flexibility for individual programs to require the general education courses that would most benefit their students.

C243B  Fire Science  Effective Date: 8/24/2014
Proposal Type: Revised Curriculum

Summary: Move FIR 115 from semester 2 to semester 1; CIS 101 from semester 4 to semester 3

Rationale: FIR 115 was moved to semester one from semester two, as the content was needed earlier in the program and CIS 101 was moved from semester four (fall) to semester three (summer) to lighten the credit load. The changes are based on assessment findings, consultation with faculty and student feedback.

C343A  Fire Science Certificate  Effective Date: 8/24/2014
Proposal Type: Revised Curriculum

Summary: move FIR 115 from semester 2 to semester 1

Rationale: FIR 115 was moved to semester two from semester one, as the content was needed earlier in the program and CIS 101 was moved from semester four (fall) to semester three (summer) to lighten the credit load. The changes are based on assessment findings, consultation with faculty and student feedback.
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<tbody>
<tr>
<td>C248A</td>
<td><strong>Architecture</strong></td>
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<tr>
<td>Proposal Type:</td>
<td>Revised Curriculum</td>
<td></td>
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<tr>
<td>Summary:</td>
<td>COT 248 to ARC 248 with lecture and lab changes; ARC 189 title change</td>
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<tr>
<td>Rationale:</td>
<td>COT248 and COT 269 are included in the AAS in Architecture (C248A) program. The course prefixes were changed from COT to ARC to align them with the Architecture program. The lecture/lab hours for COT 248 were lowered to align the course with the credit hours.</td>
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<tr>
<td>C248X</td>
<td><strong>Building Information Modeling</strong></td>
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<tr>
<td>Proposal Type:</td>
<td>Revised Curriculum</td>
<td></td>
</tr>
<tr>
<td>Summary:</td>
<td>ARC 189 title change</td>
<td></td>
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<tr>
<td>Rationale:</td>
<td>The title for ARC 189 was changed three years ago from Architectural CADD to Computer Graphics for Architecture I. We have seen a drop in enrollment for this class right after the name change. By student request 'AutoCAD' was added to the course title.</td>
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<tr>
<td>C448T</td>
<td><strong>Architecture Certificate</strong></td>
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<tr>
<td>Proposal Type:</td>
<td>Revised Curriculum</td>
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<tr>
<td>Summary:</td>
<td>ARC 189 title change</td>
<td></td>
</tr>
<tr>
<td>Rationale:</td>
<td>(see Rationale for C248X)</td>
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<tr>
<td>ARC 103</td>
<td><strong>Universal Building Codes</strong></td>
<td></td>
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<tr>
<td>Proposal Type:</td>
<td>Delete Course</td>
<td></td>
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<tr>
<td>Rationale:</td>
<td>ARC 103 was deleted as it was removed from C235A, the AAS Independent Building Contractor program and is no longer attached to any program. Therefore, it has been deleted.</td>
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<tr>
<td>ARC 161</td>
<td><strong>Residential Interior Design</strong></td>
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<tr>
<td>Proposal Type:</td>
<td>Delete Course</td>
<td></td>
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<tr>
<td>Rationale:</td>
<td>ARC161 was removed from the Interior Design program and is no longer attached to any program. Therefore, it has been deleted.</td>
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<tr>
<td>ARC 189</td>
<td><strong>Computer Graphics for Architecture I</strong></td>
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<tr>
<td>Proposal Type:</td>
<td>Revised Course</td>
<td></td>
</tr>
<tr>
<td>Summary:</td>
<td>title to 'Computer Graphics for Architecture I-AutoCAD'; course description change</td>
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<tr>
<td>Rationale:</td>
<td>(see Rationale for C248X)</td>
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<tr>
<td>ARC 198</td>
<td><strong>Architectural Technology &amp; Interior Design Seminar</strong></td>
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<tr>
<td>Proposal Type:</td>
<td>Delete Course</td>
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<tr>
<td>Rationale:</td>
<td>ARC 198 has not been offered in the past ten years. Therefore, it has been deleted.</td>
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<tr>
<td>ARC 199</td>
<td><strong>Architectural Internship</strong></td>
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<td>Proposal Type:</td>
<td>Delete Course</td>
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<tr>
<td>Rationale:</td>
<td>ARC 199 has not been offered in the past five years and was attached to the Interior Design and Kitchen and Bath programs, which have been withdrawn. Therefore, it has been deleted.</td>
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<tr>
<td>ARC 213</td>
<td><strong>Residential Kitchen and Bath Design</strong></td>
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<tr>
<td>Proposal Type:</td>
<td>Delete Course</td>
<td></td>
</tr>
<tr>
<td>Rationale:</td>
<td>ARC 213 has not been offered in the past four years and was tied to the Interior Design and Kitchen and Bath programs, which has been withdrawn. Therefore, it has been deleted.</td>
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</tr>
<tr>
<td>COT 248</td>
<td><strong>Construction Planning and Scheduling</strong></td>
<td></td>
</tr>
<tr>
<td>Proposal Type:</td>
<td>Revised Course</td>
<td></td>
</tr>
<tr>
<td>Summary:</td>
<td>prefix to 'ARC'; lecture from 3 to 2; lab from 1 to 2; course description change</td>
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<tr>
<td>Rationale:</td>
<td>COT248 is part of the AAS in Architecture (C248A) program. The prefix was changed to align with the Architecture program curriculum. The lecture and lab hours were reduced to align with the credit hours and the course description was revised to better reflect the course content.</td>
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<tr>
<td>ARC 269</td>
<td><strong>Surveying</strong></td>
<td></td>
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<tr>
<td>Proposal Type:</td>
<td>Revised Course</td>
<td></td>
</tr>
<tr>
<td>Summary:</td>
<td>prefix to 'ARC'; course description change</td>
<td></td>
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<tr>
<td>Rationale:</td>
<td>COT269 is part of the AAS in Architecture (C248A) program. The prefix was changed to align with the Architecture program curriculum and the course description was revised to better reflect the course content.</td>
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</tbody>
</table>
Associate in Applied Science

Degree Requirements

Proposal Type: Revised Curriculum

Summary: delete AHL 200 and AHL 201

Rationale: AHL 200 and AHL 201 have not been offered for over eight years. Therefore, they have been deleted.

AHL 100 Introduction to Patient Care

Proposal Type: Revised Course

Summary: course description change; new course outline format

Rationale: AHL 100 was revised to the new course outline form. Objectives were revised to enhance outcome measurability, and there were no major content changes made.

AHL 108 Electrocardiography

Proposal Type: Revised Course

Summary: course description change; course objectives were updated and new course outline form utilized

Rationale: The course objectives were updated, a new course outline form was utilized and the course description was revised to accurately reflect course content.

AHL 110 Medical Coding and Office Procedures

Proposal Type: Revised Course

Summary: course description change

Rationale: AHL 110 was revised to reflect current medical coding and billing regulations and changes to the country’s private and public health insurance industries. As of October 1, 2014, hospitals, doctor’s offices, surgery centers, x-ray and lab departments, and emergency rooms will be using new billing systems using ICD-10 codes and new claims forms. Therefore, we must ensure that our students are adequately prepared.

AHL 200 Basic Nutrition and Health

Proposal Type: Delete Course

Rationale: AHL 200 has not been offered for over eight years and the course is not attached to any programs. Therefore, it has been deleted.
CALL TO ORDER

The regular meeting of the ASSC was called to order at 2:15 pm on May 5th, 2014 at Triton College F214-d by Julie Gilbert:

MEMBERS PRESENT:

Julie Gilbert, Sandy Hughes, Kelsey Kleidon, Kent Randall, Zach (Sujith) Zachariah, Jenny Giangrego, Ric Segovia, Beth Seuffert and Lance Wilson

GUEST:

None

APPROVAL OF MINUTES

The minutes of the previous March 31, 2014 (for April’s) meeting were unanimously approved as distributed.

OPEN ISSUES

I. Meeting dates: The meeting dates for the next Academic year (2014-2015) to be determined due to possible changes in the committee structure (see II below)

II. Julie reported the proposed amendment to Academic Senate By-Laws for the new Shared Governance Structure by the sub-committee of the College Council and the impact on ASSC and committee members. The members discussed the proposed amendments and concerns over the proposed merger of ASSC and Academic Support and the 75% attendance rule.

III. The committee continued its discussion regarding the Testing Center rules as part of the check-in process and the Academic Honesty Policy.

A. Zach displayed a written sheet of the Testing Center rules. Some committee members had found that the rules were not consistently distributed to students upon check-in.

1. Testing Center personnel will be reminded to distribute a written copy of the rules to students upon check-in for testing.
2. The rules will also be posted on the Testing Center’s website.
3. The committee commended the Testing Center on the excellent services it has been providing and its continued efforts to improve those services.

B. The committee also continued its discussion regarding ways to promote academic honesty, and prevent academic dishonesty, at the Testing Center.

1. Although the policy is included in the student handbook, the committee members were uncertain if many students read the actual
Academic Support  
May 5, 2014

Attendance: Debbie Baness-King, Lucy Smith, Pat Prentis, Bill Nedrow, Hector Zavala, Brianne Nichols, Jackie Werner, Hanan Merheb, Bob Greenwald, Chair

Updates on reporting structure- the group voiced concern over a potential merge.

PASSKEY will be phased out, and discussions of a replacement (potentially a COMPASS product) are ongoing.

Final review and approval of the COMPASS review materials

Reading and Writing are approved to post on the LibGuide

Math needs work (Pat Prentis and Bob will refine it before sending it to the group for approval)

After posting the materials on the LibGuide, should we add some type of promotional material to the Placement Testing Center webpage?

Announcements:

- TED talk 12-1, Tuesday, May 6, 2014
- Finals Frenzy now-May 8 in the B building

Schedule for next year (1st Monday of the month at 3:00pm)
QUALITY OF LIFE COMMITTEE
Minutes – April 17, 2014

**Guest Speaker/President Granados:** President Granados attended today’s meeting to discuss the results of the Higher Learning Commission’s report, specifically about the issues of shared governance and committee structure. She indicated that a sub-committee of College Council had been formed to look at the current structure of the committees and to work in conjunction with institutional planning efforts in recommending some organizational changes. These changes will affect the current structure of our committees and will be introduced to the larger campus community at the April 22 College Hour. Faculty and staff are encouraged to review the proposed changes and to make any suggestions or comments as they see fit. All comments will be taken into consideration. She also emphasized that all changes need to be aligned with the overall strategic plan for the College.

**Safety Poster:** Kathy updated the committee on the safety poster. The safety poster has been completed and reviewed by campus police. It will be forwarded to Larry McGhee and the Student Development Committee for their review and approval.

**Crisis Management:** Members of the Quality of Life committee participated in the Town Hall Meeting held on campus which focused on the new Conceal and Carry law. Chief Sargent indicated that there will be additional meetings surrounding this topic. He also added that his Department continues to offer workshops through PDC regarding crisis management in the classroom.

**Office Theft:** Office theft continues to be a problem, particularly in the area of the Science faculty. This committee will continue to work with campus police and facilities management to address this issue.
Professional Development Committee Meeting
Summary Minutes for Academic Senate

Meeting Date: April 16, 2014
Meeting Time: 3:00pm

Attendees: Annette Jajko, Maureen Musker, Liz Brindise, Lucy Smith, Marilyn Craig, Tina Swiniarski, Roseanne Feltman, Mary Jeans, Peggy Murnighan, Preet Saluja, Marie-Ange Zicher, Divya Sharma, Mary Bielski, Jean Dugo
Guest: Kritika Pershad, Lindsey Westley, President Granados

Committee Structure
The President spoke to the committee regarding HLC and recommended changes.

Faculty Workshop
The committee continued planning for the Fall Faculty Workshop. Jean Dugo volunteered to revamp the feedback form.

Mary and Preet
Two members of the committee retire this term and the committee recognized their efforts and presented them with engraved crystal paperweights as a sign of our appreciation for their commitment and ideas over the years.

Faculty Recognition Open House
The faculty recognition open house will be Wednesday, May 7 from 2 to 4 pm in B204/210. Please join us to celebrate various successes of Triton faculty.

Next Meeting
Schedule is not set for next year.
Assessment Committee
Meeting Minutes
Tuesday, May 6, 2014

In attendance: Larry Manno, Mary Ann Tobin, Sandra Hughes, Larissa Garcia, Barbara Zak, Maxi Armas, Antigone Sharris, Robin Meade, Tereza Dyer

The meeting began at 2 PM in E-210.

Program Assessment
AAC would help chairs/coords work toward Program Assessment both by meeting with them and reviewing them. AAC approved separating program assessment from and adding course/classroom assessment to assessment plan, as well as addition of Program Assessment Report to be filed by chair/coords. More information about this process will be given after Larry and Mary Ann meet with the academic deans and chairs/coordinators.

Assessment Day, First Friday of March
Open to all full- and part-time faculty
Theme: Creating Meaningful Assessments

Speaker: LM wants Harper's speaker

Objectives:
1) Identify basics of assessment of student leaning
2) Link course/classroom assessment with program goals and college GEOs
3) Curriculum/Assessment relationshipsMonkey forms
4) Navigate AAC web site
5) Program mapping
6) Implement assessment results
7) Define GEOs and apply to assessment

The meeting ended at 3:15 PM