MEMO

TO:    Dr. Douglas Olson
FROM:  S. Campos, C. Antonich
DATE:  Thursday, November 08, 2012
RE:    College Curriculum Committee Item(s) from November 1, 2012

for Academic Senate on November 13, 2012

CCC Number   Item/Description and Summary

<table>
<thead>
<tr>
<th>U230A36</th>
<th>Health, Sport &amp; Exercise Science</th>
<th>Effective Date: 5/27/2012</th>
<th>Lab Fee: $0.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposal Type:</td>
<td>Revised Curriculum</td>
<td></td>
<td></td>
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<tr>
<td>Summary:</td>
<td>added PED 116 (1 credit hour); revised PED 159 (from 4 to 3 credits)</td>
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<tr>
<td>Rationale:</td>
<td>Curriculum revision was made to the Physical Education Teaching Concentration. PED159, Selected Team and Recreation Sports changed from 4 credits (2 lecture, 4 lab) to 3 credits (1 lecture, 4 lab) because one lecture hour is sufficient to instruct on topics within the course. Since PED159 was reduced by 1 credit hour, PED 116, Group Exercise, which is a one-hour course, was added to the Physical Education Teaching Concentration. Included in PED 116 the student will become acquainted with several types of aerobic and resistive exercise formats, such as step, Zumba, dance aerobics, cardio circuit, kickboxing, aquatic, yoga and a variety of specialty classes. This course was added as physical education teachers are utilizing fitness within their curriculum.</td>
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<table>
<thead>
<tr>
<th>C536C</th>
<th>Group Fitness Instructor Certificate</th>
<th>Effective Date: 5/27/2013</th>
<th>Lab Fee: $0.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposal Type:</td>
<td>New Curriculum</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Summary:</td>
<td>total credits 7</td>
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<tr>
<td>Rationale:</td>
<td>The U.S. Department of Labor’s Bureau of Labor Statistics expects an improved occupational outlook for fitness trainers and instructors in the United States of 24% (60,400 jobs) from 2010-2020, with an even more significant increase (30%) occurring in Illinois from 2008-2018, according to the Illinois Department of Employment Security. Most health clubs now require their instructors to hold a certification and give preference to those that are awarded by accrediting organizations. Additionally, employment prospects are expected to be good because of the rapid growth in the fitness industry. As businesses and insurance organizations continue to recognize the benefits of health and fitness programs for their employees, incentives to join gyms and other facilities will increase the need for workers in these areas.</td>
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</table>

<table>
<thead>
<tr>
<th>PED 116</th>
<th>Group Exercise</th>
<th>Effective Date: 5/27/2013</th>
<th>Lab Fee: $10.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposal Type:</td>
<td>New Course</td>
<td></td>
<td></td>
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<tr>
<td>Summary:</td>
<td>1 credit; 2 lab</td>
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<td></td>
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<tr>
<td>Rationale:</td>
<td>Leading groups of people with safe and effective exercise instruction requires knowledge of exercise science along with the ability to effectively demonstrate and communicate how to perform specific movements. To adequately develop those skills, practice and understanding the different format are essential. This course will provide the practical experience to the individual participating in the Group Fitness Instructor certificate and a variety of training techniques, formats and challenging workouts for those individuals interested in developing their health and fitness levels.</td>
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</tbody>
</table>
PED 121  Vinyasa Yoga  

**Proposal Type:** New Course  
**Summary:** 1 credit; 2 lab; 3 Xs repeatable  
**Rationale:** The advisory committee met, which was comprised of three yoga instructors, and recommended the creation of this advanced yoga course, which was also requested by students to move beyond basic, introduction yoga moves. This course is an advanced yoga for students who have some experience in yoga and would like to be challenged above the intro PED 101 course that we now offer.

PED 172  Group Fitness Instructor  

**Proposal Type:** New Course  
**Summary:** 3 credits; 3 lecture; prerequisite 'PED 153 or concurrent enrollment'  
**Rationale:** Employment prospects are expected to be good because of the rapid growth in the fitness industry. As businesses and insurance organizations continue to recognize the benefits of health and fitness programs for their employees, incentives to join gyms and other facilities will increase the need for workers in this area. Most health and fitness facilities now require their class instructors to hold a certification and give preference to those that are awarded by accrediting organizations. The U.S. Department of Labor’s Bureau of Labor Statistics expects an improved occupational outlook for fitness trainers and instructors in the United States of 24% (60,400 jobs) from 2010-2020, with an even more significant increase (30%) occurring in Illinois from 2008-2018 according to the Illinois Department of Employment Security.

Committee members of the Group Fitness Advisory Committee are in agreement that the curriculum developed is a viable preparation program certificate to prepare the student to meet the standards to successfully develop and implement safe and effective group exercise programs, and engage their participants, in addition to preparation for the ACE-certified Group Fitness Certification Exam.

CJA 148  Police Community Relations  

**Proposal Type:** Revised Course  
**Summary:** title to 'Police/Community Relations'; course description change  
**Rationale:** The course was revised to add assessment objectives, course description revision, curricular outline and adhering to the new curriculum format per recommendation of the CJA Advisory Board.

CJA 171  Patrol Administration  

**Proposal Type:** Revised Course  
**Summary:** course description change  
**Rationale:** The course was revised to add assessment objectives, course description revision, curricular outline and adhering to the new curriculum format per recommendation of the CJA Advisory Board.

CJA 241  Traffic Enforcement and Investigation  

**Proposal Type:** Revised Course  
**Summary:** course description change  
**Rationale:** The course was revised to add assessment objectives, course description revision, curricular outline and adhering to the new curriculum format per recommendation of the CJA Advisory Board.

CJA 296  Special Topics in Criminal Justice  

**Proposal Type:** Revised Course  
**Summary:** course description change  
**Rationale:** The course was revised to add assessment objectives, course description revision, curricular outline and adhering to the new curriculum format per recommendation of the CJA Advisory Board.

BIS 100  General Biology  

**Proposal Type:** Revised Course  
**Summary:** course description change  
**Rationale:** The course revision is being submitted to ensure current curriculum and to conform to the IAI requirements for curriculum documentation.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Date</th>
<th>Lab Fee</th>
<th>Proposal Type</th>
<th>Summary</th>
<th>Rationale</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIS 101</td>
<td>Human Biology</td>
<td>8/26/2013</td>
<td>$0.00</td>
<td>Revised Course</td>
<td>course description change</td>
<td>The course revision is being submitted to ensure current curriculum and to conform to the IAI requirements for curriculum documentation.</td>
</tr>
<tr>
<td>BIS 108</td>
<td>Biology of Humans</td>
<td>8/26/2013</td>
<td>$0.00</td>
<td>Revised Course</td>
<td>course description change</td>
<td>The course revision is being submitted to ensure curriculum currency and to conform to the IAI requirements for curriculum documentation.</td>
</tr>
<tr>
<td>AHL 101</td>
<td>Essentials of Medical Terminology</td>
<td>1/23/2013</td>
<td>$0.00</td>
<td>Revised Course</td>
<td>course description change</td>
<td></td>
</tr>
<tr>
<td>AHL 102</td>
<td>Ethics and Law for the Allied Health</td>
<td>1/23/2013</td>
<td>$0.00</td>
<td>Revised Course</td>
<td>course title to 'Ethics and Law for Allied Health Professionals'; course description change</td>
<td>No changes were made to the course content or contact hours. Course objectives were updated and a new course outline form is utilized. Course title and description were modified to accurately describe course content.</td>
</tr>
<tr>
<td>AHL 103</td>
<td>Basic Pharmacology for Allied Health</td>
<td>1/23/2013</td>
<td>$0.00</td>
<td>Revised Course</td>
<td>course title to 'Basic Pharmacology for Allied Health Professionals'</td>
<td>No changes were made to the course content or contact hours. Course objectives were updated and a new course outline form is utilized. Course title was modified to accurately describe course content.</td>
</tr>
<tr>
<td>AHL 120</td>
<td>Comprehensive Medical Terminology</td>
<td>1/23/2013</td>
<td>$0.00</td>
<td>Revised Course</td>
<td>course description change</td>
<td>No changes were made to the course content or contact hours. Course objectives were updated and a new course outline form is utilized. Course description was modified to accurately describe course content.</td>
</tr>
<tr>
<td>PED 103</td>
<td>Beginning Karate</td>
<td>1/23/2013</td>
<td>$0.00</td>
<td>Revised Course</td>
<td>course description change</td>
<td>Repeatable form 1 to 3 times; course description change. Course was updated to the current electronic form. Topical hours were corrected and updated to reflect appropriate lab hours.</td>
</tr>
<tr>
<td>PED 104</td>
<td>Intermediate Karate</td>
<td>1/23/2013</td>
<td>$0.00</td>
<td>Revised Course</td>
<td>course description change</td>
<td>Course was updated to current electronic form. Topical hours were corrected and updated to reflect appropriate lab hours.</td>
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Student Development Committee

November 5, 2012

E-210E

Minutes

Meeting began at 2pm

Members present: M. Casey-Incardone, A. Turner, C. Williams, C. Meanza, T. Scarpelli, G. Catena, G. Krahenbuhl, A. Mc Math, E. Konstanty

1. Review of committee membership and Academic Senate by-laws governing this committee

The current membership of the current committee is on the attached sheet. Everyone in attendance was given a copy of the committee by-laws. No one had any questions about membership or mission of the committee. Per review of the by-laws, C. Williams informed the group that he had to appoint student members to the judiciary group as it was needed. All in attendance were glad he took leadership and appointed student members.

2. Review of HLC recommendations from this committee submitted in the summer 2012

M. Casey-Incardone distributed the three documents that last year’s committee prepared and submitted to M. Stabile for the HLC report. M. Casey-Incardone asked for comments, none were offered. Question about what happens next and if the committee will be asked for further documentation when the HLC comes next year... A. Turner informed the group that it may happen. M. Casey-Incardone informed the group that she recalled in the last HLC visit, the chairpersons from the subcommittees were asked to attend a meeting and be present to give additional information, answer questions, etc from the HLC team. M. Casey-Incardone will follow up with V. P. Moore to find out if there is anything else the committee needs to do to follow-up to this document.

3. Select dates for Student Development Committee to meet for FY 2013

The committee unanimously agreed that Mondays at 2pm work best for everyone present... they agreed to meet on the first Monday of each month from 2pm -3pm... M. Casey-Incardone will secure rooms for each of the meetings and inform the committee members.

4. Goal Setting for FY 2013

The committee brainstormed and came up with a variety of ideas for activities that include workshops, surveys, focus groups and fairs... the list is attached. M. Casey-Incardone will send the compiled list to all members via email by 11/09/12... the membership will reply to her with their top three ideas for this year by 11/16/12. She will inform the group of the top three ideas...
via email on 11/26/12 and the committee will use the next meeting, to be held on 12/03/12, to begin planning these events for next semester.

5. Other...

M. Casey-Incardone thanked everyone for their attendance and participation! She informed the group that she is very excited to be working with each of them and looks forward to a very productive year!

Meeting adjourned at 3:02pm

Minutes prepared and submitted by:

Mary Casey-Incardone
Quality of Life Committee (QLC)
October 18, 2012

Attendance: Jackie Mullany, Bill Decker, Christina Brophy, Bob Hausknecht, Ralph Pesce, Jeff Sergeant,

Old Business:
Safety Awareness Poster: Everyone agreed that the Safety Awareness Posters are an idea worth exploring. Jeff indicted that he would speak with marketing and graphics and provide us with an update at the next meeting.

Theft in R building locker rooms: Theft in the R building locker rooms continues to be a problem. There is not vandalism connected with this as was the situation in previous years. The police department has been working with the staff from the fitness center to try to address and eliminate this issue. Jeff indicated that possible strategies that have been discussed include: implementing a buzz-in only option, cameras in the hallway, and/or ID entranced hallway.

New Business:
Recognition of Facilities Management: Bill applauded the efforts of John Lambrecht and his staff for the efficient response to addressing some lighting issues connected with E148. Bill said he contacted John’s office and by the next morning the problem was resolved. Jackie also indicated that she has had the same experience with Facilities Management in terms of their efficient response to requests.

Meeting Time: There had been some previous discussion about a possible meeting change. Everyone agreed to continue with the same meeting schedule.

Next meeting:
Thursday, Nov. 15
2:00PM
E-209
Academic and Scholastic Standards Committee
Minutes

November 5, 2012

Present: Lenier Anderson, Jenny, Giangregio, Julie Gilbert - Chair, David Haennicke, Tracey Johnson, Brianne Nichols, Tracy Wright

The meeting was called to order at 2:35. The October 1, 2012 meeting minutes were reviewed and approved. Everyone was reminded of the next meeting on December 1, 2012.

At the committee’s request, Dr. Flaherty has invited one additional Scholars student to join. The student has requested more information about the committee before making a decision. Julie Gilbert has emailed the student to meet and is awaiting a reply. Additional faculty representation is needed specifically from the School of Arts & Sciences.

Julie Gilbert thanked the Committee members after very good discussion last month. The input on “Strengths & Weaknesses: A Summary of Response to Selected Policy & Procedure Areas” was sent to Senate (Dr. Flaherty). The Prior Learning Policy (The Comparable Credit/Experiential Education) was voted on at the October Senate and approved/passed. A final copy was forwarded to President Granados and, the next step may be to present to the College Council or the Board for final approval. The following are suggestions of ways to educate faculty/staff and students about the revised policy: faculty/staff workshop(s) using PowerPoint presentation, hosting a DSST representative, and review of the CAEL website to explain process; Faculty Development Workshop; and increased awareness or marketing through visibility on Triton website and via campus monitor screens.

Future Committee work/ideas were discussed which include ideas to improve the graduation petition and completion rates. Possible solutions include: informing students on eligibility and how to apply for certificates; displaying eligibility for certificates on transcripts and in the ERP system; and possible reverse transfer credits from 4 year institutions. Another proposed idea is to create a STAR Faculty/Staff Award, similar to the STAR Student Award, in possible partnership with TCSA to help motivate excellence and demonstrate our commitment to our students. A third idea discussed involved possibly providing further descriptive information about Restriction Codes reported on Class Lists. Information will be gathered regarding Class List information to be reported under the new ERP system.

Welcome to newest member Jenny Giangregio, Developmental Education Writing faculty.

Meeting adjourned at 3:30 pm.

Respectfully submitted by Tracey Johnson
Meeting Date: October 18, 2012
Meeting Time: 2:00 pm

Attendees:
Liz Brindise, Jean M. Dugo, Annette Jajko, Peggy Murnighan, Preet Saluja, Shelley Tiwari, Marie-Ange Zicher

The committee discussed the spring faculty workshop and a meeting with VP Olson confirmed the speaker and agenda for the event.

Please take the time to nominate a fellow outstanding full-time faculty member for the faculty of the year award. An email was sent by VP Olson on 11/1/12 with the nomination forms. The information needs to be in by December 3. All nomination can be sent to Shelley Tiwari via email at stiwari@triton.edu or dropped off in her mailbox in E-228.

The adjunct faculty award team leader was Eric Bell. If anyone is interested in chairing this short term committee, please let me know.

The faculty recognition reception will be Monday, April 29 at 2pm in B204/210. Please mark your calendars.

Next meeting: Thursday. November 15 @ 2pm