

CALL TO ORDER/ROLL CALL

J. Murphy called the meeting to order at 2:38 p.m.

Members present: (voting) J. Murphy, D. Baker, S. Campos, K. Li, H. Bohleke, W. Griffin, G. Jablonski, M. Flaherty, J. Cody, D. Juraga, L. Wester and W. Justiz

Members absent: (voting) A. Turner, C. Nicholson, B. Zak and L. Adeofe

Resource Members present: S. Misasi Maratto
(non-voting)

Resource Members absent: ----
(non-voting)

Agendee(s): J. Murphy, W. Justiz, B. Decker and D. Bowen

Visitor(s): R. Segovia and L. Kosrow

APPROVAL OF COLLEGE CURRICULUM MINUTES

Motion to approve the minutes of December 6, 2018 passed unanimously, by voice vote.

OLD BUSINESS

<u>Item No.</u>	<u>Course/Curr No.</u>	<u>Proposals</u>	<u>Readings</u>			<u>Action Taken</u>
			<u>1</u>	<u>2</u>	<u>3</u>	
None						

NEW BUSINESS

<u>Item No.</u>	<u>Course/Curr No.</u>	<u>Proposals</u>	<u>Readings</u>			<u>Action Taken</u>
			<u>1</u>	<u>2</u>	<u>3</u>	

19-01 U224A45 Social & Political Science rev curr X **approved**

B. Decker stated that the revisions to the title and program description were made to bring the program up to date, which includes the addition of the Program Learning Outcomes.

Motion to approve item number 19-01, passed unanimously by voice vote.

Liberal Arts

19-02 MAT 032 Mathematics Supplement new crs X **approved**

D. Bowen stated that MAT 032, a new course developed to be offered as a corequisite with MAT 085, is one additional hour for students who may not be eligible to take MAT 102. L. Wester asked if MAT 032 would fill the gap for students who place into MAT 080, and not quite place into MAT 102. D. Bowen replied that MAT 080 is a non-STEM track course, whereas, MAT 085 is, and would put students on the STEM pathway. There is an eligible overlap, but beneficial for the students. L. Wester asked if D. Bowen would communicate with the counselors/advisors for clarity. D. Bowen replied that he would. M. Flaherty asked if a specific test number stated in the prerequisite that would better clarify the requirement, as he has in his course prerequisites. R. Segovia stated that this is similar to

the Math version for RHT 097 and RHT 101, a corequisite journey (an ICCB recommendation). L. Wester stated that we need to ensure the changes are what best supports the students.
Motion to approve item number 19-02, passed unanimously by voice vote.

**Include Program Learning
Objectives with Program
Learning Outcomes in**

19-03	College Catalog	other	X	approved
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J. Murphy stated that some programs submitted at the December 6, 2018 CCC included both Program Learning Objectives and Program Learning Outcomes and today we are voting to either remove the Program Learning Objectives from those programs or add Program Learning Objectives to programs that did not include them for consistency in the College Catalog. J. Murphy sent out a questionnaire that few that responded half in favor of keeping the Learning Objectives and half in favor to remove them. M. Flaherty asked why we would want to keep the Learning Objectives, as the ICCB would not read them and by eliminating them, would make the program descriptions shorter. J. Cody asked if listing the Program Learning Objectives add value. W. Justiz stated that everyone knows what the Learning Objectives are, but either list them in all programs or none, for consistency. He added that it would be redundant to list the Learning Objectives. S. Campos stated that the Health programs already have their Learning Objectives completed for accreditation and agreed that we need to be consistent when listing in the Catalog. D. Baker asked if removing the Learning Objectives it would impact Assessment. L. Kosrow responded that it would not, as only the Program Learning Outcomes are assessed. S. Campos suggested adding to the Curriculum Handbook that only the Program Learning Outcomes are listed in the program descriptions.

Motion to approve item number 19-03, to remove the Program Learning Objectives from those programs that were approved through the CCC process, passed unanimously by voice vote.

OTHER:

A.) A.A.S. Degree General Education

J. Murphy stated that the A.A.S. General Education was discussed at the December 6, 2018 CCC meeting, on whether or not we keep the 15 hours of gen-ed specified by disciplines or leave it up to the individual departments to choose. K. Li asked if we should postpone discussion since the dean was not yet in attendance. J. Murphy stated that S. Misasi Maratto informed her that when the A.A.S. Degree was previously revised, a sub-committee was formed, or we can vote to keep or not keep the degree as is. She asked for any input, as we need to move forward this semester. W. Justiz, L. Wester, and S. Campos offered to be on the sub-committee, along with the dean, H. Bohleke. Recommendations will be brought forth in March.

B) All Course Outlines Updated to New Form

J. Murphy notified the Committee that all course outlines would need to be updated to include the 5 revised Gen-ed Outcomes. The good news is that there are two work studies that will complete the current information on the Course Proposal and replace the current gen-ed Outcomes with the reduced 5. The course outlines with the Course Proposals will be uploaded and accessible in BlackBoard under Curriculum. The HLC is coming and all of the course outlines need to be up to date and there should be a course outline for each active course. Also, if in the future we move to a different platform our course outlines will be ready. The apple has been removed and only the Triton logo is the only graphic that remains in the header to distinguish the latest version. J. Murphy worked with S. Misasi Maratto and the

Assessment Committee, along with two work studies who will copy and paste from the old to the new outline. The new form will be available to all chairpersons/coordinators in BlackBoard. The faculty will review their outlines to see if any updates are needed other than the General Education Outcomes. W. Griffin asked when this change would be effective. J. Murphy replied that the student workers currently have access to some course outlines and will begin to transfer data, with a target date of the end of February and will be available on BlackBoard for the chairpersons and coordinators in March. August 1st they will be sent to deans in a batch, who will submit to S. Misasi Maratto. D. Baker ask if the two student workers can access the current course outlines to put on new form. J. Murphy stated that if the course is up to date, only the GECC section needs to be updated. The only fields that the student workers are filling in on the Course Proposal will be the prefix, number, title and effective date and if there are additional changes, now is the time to do so and add those changes to the rationale. J. Murphy stated that her office is reviewing the ICCB Course Master to compare them with course outlines to ensure that we have course outlines on file for active courses, as this is an ICCB requirement. Some old course outlines are out there without objectives that would need to be updated. J. Murphy announced that on Monday, February 11th she is giving a presentation on course revision in the PDC from 1 to 2 p.m., with another to be presented in the future. L. Kosrow added that the presentation will be recorded and made accessible in BlackBoard. W. Justiz asked what the timeline is. J. Murphy responded that based on the student workers, with a goal of the end of February and to deans by August 1st. W. Griffin asked why not have to the deans by the end of Spring. J. Murphy replied that the Spring semester ends mid-May and she cannot enforce the faculty to work in Summer. S. Campos stated that if the deadline is at the end of May we would not receive them by then. W. Griffin added we would not receive them by the end of August either. J. Murphy stated that if we wait until the beginning of Fall semester, it may be too late and not enough time, as these need to go through the CCC in Fall. M. Flaherty reminded the Committee that a very large number of items came to Curriculum at the last meeting in December. W. Griffin stated that he is current updating and adding new programs. S. Misasi Maratto questioned if W. Griffin could use the new forms now to avoid having to revise a 2nd time. J. Murphy replied that he could and added that if there are courses that have not run, those courses should be deleted, and reminded everyone to ensure they are not attached to another program or those programs would also need to be revised.

C) Mapping Update

There will be a workshop regarding 'mapping' on February 22, 2019. L. Kosrow asked with a March 1st deadline, and additional support, when is the Program Assessment Plan is due, as we will be working on mapping. The GECC outcomes: the courses are mapped to Program Learning Outcomes, which will be mapped to the GECC outcomes.

D) Curricula Without Outcomes

J. Murphy noted that programs without Program Learning Outcomes were announced at the December 6, 2018 CCC meeting. Some of those programs will be withdrawn. J. Murphy will send the list to the deans. W. Griffin stated that a couple of his programs will be revised and submitted. J. Murphy stated that either

the Program Learning Outcomes be added if missing or withdraw those programs if no longer viable.

E) Pre-Profession Emphasis

L. Wester stated that the Pre-Professional emphasis includes a list of about 12 subsets, which no one owned. This emphasis can fall under the Science Department, etc., all students in these subsets under Pre-Professional, which is an emphasis under the Associate in Science Degree, where students only receive an Associate in Science Degree on their transcript. There was discussion as to maintaining one listing for the Pre-Professional emphasis, with Study Guides for the subsets made available to students. The Associate in Science and Associate in Arts emphases may be reviewed in the future. L. Wester demonstrated how emphases are listed at Harper College where they do not list as programs, only pathways. T. Wright put together an alternate Associate Degree that consisted of 1) Areas of Interest, 2) Transfer Plans (Pathways), and 3) courses listed (sample transfer guide). Should the AA and AS Degrees be simplified to list transfer guides? May be something we may want to explore in future. S. Misasi Maratto had previously contacted the ICCB to see if the emphasis could be listed on the students' transcripts and it is allowed, as long as the Associate in Science or the Associate in Arts Degree is listed, e.g. Associate in Science in Chemistry. By removing the emphases would dramatically reduce Assessment. J. Murphy inquired should we keep one (main Pre-Professional emphasis) or keep all (Pre-Professional emphasis plus the sub-sets) and work subsets with counselor. K. Li/R. Segovia are assisting to secure space for a future Transfer Center. K. Li added that transfer guides are designed by the external schools. This would remove the burden off of faculty. J. Murphy stated that we will continue this discussion in the future.

F) GECC Credential – K. Li

J. Murphy read information regarding the ICCB's new program, GECC Core Credential, which is 37-41 total credits, which includes 5 academic disciplines. The Gen Ed Core Curriculum are comprised of all IAI courses. The ICCB Credential is awarded to students who complete this credential and would count towards our completion rates. Students can then continue on to receive a two-year degree and/or transfer. S. Misasi Maratto has information from other 2-year schools on the pros and cons of adding this credential. K. Li requested further feedback from other schools. If the student leaves after receiving credential, which we would not wish them to, and would prefer them to continue on to complete an AA, AS, AAS or AGS Degree here. The student would achieve a credential with a shorter milestone. The credential would be stackable with the 2-year degree. J. Cody stated that this seems to be an internal benefit and what is the full benefit? K. Li replied that it would be the completion of the GECC package. R. Segovia added that completing the credential is a half-way point to our degree. K. Li added that it is not our intention to have the student leave early, and maybe gear it towards students who transfer to four-year schools. M. Flaherty stated that the students would take their electives here, as it is more cost-effective. J. Murphy stated that this new credential is optional and not mandated by the State. K. Li added that we could enhance our GECC too. L. Wester stated that a circumstance already exists with degrees and we don't get anything for it (no completion), as students complete

their gen-eds and transfer out without completion, whereas, with this credential, we would have completion and this is a great opportunity. K. Li added that this is timely as a Transfer Center is in the works. J. Murphy added that this is not a certificate but a credential. S. Campos added that we do report Associate Degrees to the State. S. Misasi Maratto stated that this credential is currently available and active with the State. J. Cody asked what value it has and he understands the transferability and would be good to have for completion rates. J. Murphy asked what if students leave after certification is completed, then the elective course numbers may suffer. The students would need to be counseled to continue on to a 2-year degree here. L. Wester noted that students only want to take GECC and transfer and added that elective courses transfer differently depending on where they are transferring. K. Li said currently students leave without completing the GECC with no credential. L. Wester stated that if this credential is packaged well, the numbers will increase for our GECC count. M. Flaherty added that if the student stays we would see if this is applicable in numbers. K. Li stated that students would stay due to the high cost of tuition at the four-year schools and added that we need to be supportive to engage more students across campus. W. Griffin asked what our completion rate is currently, S. Campos replied 17%. W. Griffin stated than anything above 17% would be an improvement. J. Murphy will present at Academic Senate.

G) Study Committee/HIA – J. Murphy

J. Murphy stated that if a program is to be withdrawn, it must have a rationale and if students are currently in that program they must have time to complete or be moved over to another program. J. Murphy stated that if those programs that have not added the Program Learning Outcomes are to be withdrawn, they must first be inactivated, then withdrawn with recommendations by a Study Committee. There are two certificates in HIA that will be inactivated at the March meeting and then withdrawn. The Study Committee consists of the dean of the area, chair/coordinator, counselor, W. Griffin, D. Juraga, and L. Wester. J. Murphy mentioned to H. Bohleke (now in attendance) regarding the A.A.S. GECC subcommittee. J. Murphy asked if there is a Senate policy for program withdrawal. S. Campos replied that currently the IPR, low enrollment is listed in the faculty contract. K. Li added that the timeline, communication mechanism need to be spelled out. The contract only mentions how to trigger a withdrawal, but the procedure is not specific. S. Campos suggested adding, as part of the curriculum process. J. Murphy stated that she could write up a procedure and distribute to the chair/coordinators so they are aware. S. Campos suggested adding steps to complete the procedure. H. Bohleke added that it would be easy in his area as substitutions are given. J. Murphy stated that Research needs to be contacted to see if any students are currently listed in that program. K. Li stated that programs that are being withdrawn or inactivated need to be removed from the online drop down when searching for programs. He added that sun setting is required by the ICCB. J. Murphy stated that a program cannot be withdrawn if students are still enrolled. H. Bohleke noted that there were Architecture students that returned after two and three years and the program was gone. J. Murphy noted that most of these items will again be on the March agenda.

Adjournment: J. Murphy adjourned the meeting at 3:57 p.m.

Submitted by: J. Murphy, Chairperson

Susan Misasi Maratto: Recording Secretary