

CALL TO ORDER/ROLL CALL

J. Murphy called the virtual meeting to order on Thursday, May 1, 2025 at 2:33 p.m.

Members present: (virtual voting) J. Murphy, S. Campos, T. Moran, M Loucks (for J. Bartley), P. Jensen, J. Lobianco-Bartalis, G. Jablonski, M. Flaherty, W. Griffin, L. Finch, J. Cody and W. Justiz

Members absent: (voting) D. Jones, A. Miller, R. Connor, T. Wright and A. Blaylock

Resource Members present: S. Misasi Maratto, A. Terrazas and C. Garcia
(non-voting)

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

Agendee(s): V. McCullum, J. LoBianco-Bartalis, T. Junge, W. Griffin, M. Habeeb and J. Murphy

Visitor(s): J. Kohtz, Ty Perkins, J. Dugo, D. Krzykowska, A. Jaheeb and F. Ghauri

APPROVAL OF COLLEGE CURRICULUM MINUTES

M. Flaherty made a motion, seconded by W. Griffin, to approve the minutes of April 3, 2025, passed unanimously with a virtual vote, by a show of hands.

OLD BUSINESS

None

NEW BUSINESS

Item	Course/Curr	Proposals	Readings	Action Taken
No.	No.		1 2 3	
25-46	HTH 202 Culture and Food	rev crs	X	approved

J. Murphy represented item number 25-46 and stated that the title, description, topics, Course Learning Outcomes (CLOs) and general Education Outcomes (GLOs) were updated to pursue approved by the IAI Behavioral Science General Education Panel (S9 900) designation. This course is a gen-ed at many colleges, i.e. University of Illinois and South Suburban. She has offered this class for many years and has now evolved to cover food, health with social implications.

M. Flaherty made a motion, seconded by W. Griffin to approve item number 25-46, passed unanimously with a virtual vote, by a show of hands.

25-47	SOC 210 Sociology of Leadership	rev crs	X	approved
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V. McCullum represented item number 25-47 and stated the updates to the title, description and Topical Learning Outcomes (TLOs) to align with more modern envision, as this course was not updated in many years.

M. Flaherty made a motion, seconded by W. Griffin to approve item number 25-47, passed unanimously with a virtual vote, by a show of hands.

25-48	SRT 200 Professional Development	rev crs	X	approved
25-49	SRT 210 Certification Exam Prep	rev crs	X	approved

T. Junge represented item numbers 25-48 and 25-49 and stated that these two SRT courses were the last two of nine courses to be updated, as the other nine courses were submitted to the April 3rd CCC meeting. The revisions to those courses were required by the accrediting body. These two course revisions were not critical, as only the textbooks were updated.

M. Flaherty made a motion, seconded by W. Griffin to approve item numbers 25-48 and 25-49, passed unanimously with a virtual vote, by a show of hands.

25-50	C406D Entrepreneurship Certificate	rev curr	X	approved
25-51	U230A07 International Business AS	rev curr	X	approved
25-52	C306K Financial Services	rev curr	X	approved
	Social Media			
25-53	C306L Digital Marketing Certificate	rev curr	X	approved

W. Griffin represented item numbers 25-50 through 25-53 and recapped the revisions made to each program. Entrepreneurship Certificate – BUS 151 was replaced by BUS 149, as there was insufficient enrollment; International Business AS Degree – BUS 293 was moved to Semester four and BUS 161 was moved to Semester three and added CIS 101 as an option with BUS 107; Financial Services Certificate – the Program Learning Outcomes (PLOs) were updated; Social Media Digital Marketing Certificate – added BUS 149 and deleted BUS 278. He intends to do the same with BUS 178 with CIS course...folks in from??? J. Murphy asked if W. Griffin is deleting BUS 278 or just removing from the program. W. Griffin replied that he is only removing BUS 278 from the program.

M. Flaherty made a motion, seconded by P. Jensen to approve item numbers 25-50 through 25-53, passed unanimously with a virtual vote, by a show of hands.

25-54	C444D Basic Operations Firefighter	rev curr	X	approved
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W. Justiz represented item number 25-54 and stated that this program was updated two years ago, but the Program Learning Outcomes (PLOs) were not, therefore, he is now bringing this program back to update the PLOs.

P. Jensen made a motion, seconded by W. Griffin to approve item number 25-54, passed unanimously with a virtual vote, by a show of hands.

	Hybrid and Electric			
25-55	C447J Vehicle Service Technician	new curr	X	approved

M. Habeeb represented item number 25-55 and stated they received State funding for equipment and for training staff. Target the industry and students who are interested in learning how to service hybrid and electric vehicles. This new certificate will be stackable to other automotive certificates and degrees.

M. Flaherty made a motion, seconded by P. Jensen to approve item number 25-55, passed unanimously with a virtual vote, by a show of hands.

J. Murphy noted that the dean's submission deadline for the September meeting is August 11th and requested that items be submitted to the deans by August 1st to allow enough time for the deans to review. She suggested the deans notify the chairpersons of their submission deadline. We will hold fast to the deadlines unless in an emergency situation.

OTHER: A) AREAS OF STUDY (AOS) WEBSITE – S. Tiwari

S. Tiwari showed slides of the AOS Landing Page...check out. Guided Pathways website 7 AOS. Redesign how to access AOS and propose another??? AOS

website we need to maintain it. Needs updating. Need faculty help AOS pages updated by IT. Content submit by faculty. AOS web page design. 1) department of program 2) program Options-link to program 3) career opportunities 4) program requirements – prereqs on link to department page 5) program resources. Most information in Curriculum proposal copy and paste. Showed how to get to landing page and access programs. J. Murphy -categories to fill out. Hared so everyone know? If we can access and show on BlackBoard. S. Tiwari-can share with J. Murphy to put on BlackBoard. D. Murphy-assumption when changes are made through curriculum, they are not automatically updated in the AOS. Only the Catalog reflects the changes. S. Tiwari department page needs to be updated by the departments.

B) TIME SCHEDULE for CLASS/SEAT TIME/BREAK TIME – J. Murphy

J. Murphy stated that a sentence was added that will be included in the CCC Handbook regarding breaks should be included in the actual seat time for a course. S. Campos added that the final schedule confuse with the Final Exam Schedule and should remove the word 'final' from the statement, which will be removed and J. Murphy will send to the CCC. S. Campos suggested that the deans send the revised statement out to the chairpersons before their meetings. J. Murphy stated at the last meeting in April, she shared documents related to the seat time and was also in that packet and in BlackBoard to access. Worth stating Final Exam given during final exam week. Not during actual course time. It is happening and should not be. Class is not meeting what ICCB approved. L. Finch asked if the final exam schedule have courses that are 8-weeks class and give exams at the last class. J. Murphy stated they have to calculate that amount of seat time is covered and should not be leaving for exams. Double check the seat time meets the course outline. S. Campos – 8-week class teach 7 ½ weeks, with the last class reserved for Finals. Recalculate hours total hours 7 ½ use last class. Don't count final in seat time. J. Murphy showed slide for seat time. Take holding into account also. Counted each day class meets. Total number of weeks and days offered. Goint to put in Handbook, minus the word 'Final'. S. Misasi Maratto and she will w work on updating the Handbook in the summer. The Handbook will also change when we transition to the new curriculum platform. Looking at two platforms as we will use Watermark for another year and go away. Need to get ready or replacement now. Have more information by fall.

Adjournment: M. Flaherty made a motion, seconded by W. Griffin to adjourn the meeting at 3:18 p.m., passed unanimously with a virtual vote, by a show of hands.

Submitted by: J. Murphy, Chairperson

Recording Secretary: Susan Misasi Maratto