CALL TO ORDER/ROLL CALL

J. Murphy called the virtual meeting to order on Thursday, May 2, 2024 at 2:33 p.m.

Members present: (virtual voting)   J. Murphy, S. Campos, P. Harmon, J. Bartley, P. Hadjimitsos, J. Lobianco-Bartalis, G. Jablonski, A. Miller, M. Flaherty, W. Griffin, L. Finch, J. Cody, T. Wright

Members absent: (voting)   D. Jones, A. Sharris, R. Connor, and W. Justiz

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

Resource Members absent: A. Terrazas
(non-voting)

Agendee(s): J. LoBianco-Bartalis, D. Smith-Gaborit and J. Murphy

Visitor(s):   J. Kohtz, F. Figg, M. Crenshaw, M. Loucks, K. Gagliardi, B. Sola-Perkins and P. Jensen

APPROVAL OF COLLEGE CURRICULUM MINUTES
M. Flaherty made a motion, seconded by W. Griffin, to approve the minutes of April 4, 2024, passed unanimously with a virtual vote, by a show of hands.

OLD BUSINESS

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

NEW BUSINESS

Item No.	Course/Curr No.		Proposals	Readings 1 2 3	Action Taken
24-31	VIC 272	Advanced Web Page Design	delete crs	X	approved

J. LoBianco-Bartalis stated that VIC 272 has not run for a very long time. Web Page Design is geared and offered in the Computer Science area, if students wish to take this course. W. Griffin asked J. LoBianco-Bartalis if VIC 172 is in the Social Media Certificate, not VIC 272. J. LoBianco-Bartalis replied that is correct and VIC 172 is an IAI course in W. Griffin's program.
M. Flaherty made a motion, seconded by W. Griffin, to approve item number 24-31, passed unanimously with a virtual vote, by a show of hands.

Item No.	Course/Curr No.		Proposals	Readings 1 2 3	Action Taken
24-32	HIA 128	Intro to Bakery and Pastry	rev crs	X	approved
24-33	HIA 130	Culinary Arts Quantity-Food Preparation I	rev crs	X	approved
24-34	HIA 133	Menu Writing	rev crs	X	approved
24-35	HIA 276	Food & Beverage Purchasing/Cost Control	rev crs	X	approved

P. Hadjimitsos represented item numbers 24-32 through 24-35 for D. Smith-Gaborit. All courses had issues with enrollment (across the State), including Triton College. During last year HIA 100 prerequisite/corequisite for the four gateway courses. At the Advisory Meeting on April 17th, it was put to a vote, out of 13 votes, 10 voted to remove HIA 100 prerequisite/corequisite. J. Murphy asked when was HIA 100 approved as a prerequisite/corequisite? S. Misasi Maratto replied it became effective Fall 2022. J. Cody stated that some Math is involved and asked what nature of Math and why do you believe it to be an impediment. P. Hadjimitsos replied that students do not see the relationship with this area. Some basic Math skills are required. Students that register for this program may already have some Math knowledge. Students have anxiety. Other programs have Math in the program, but not as prerequisite i.e. to an HIA course. J. Cody asked if some Math is incorporated in HIA courses. P. Hadjimitsos replied yes and only one course is needed as a prerequisite, either HIA 100 or HIA 115 that satisfies the Math requirement. When Math course is offered early-on, the instructor delivers basic Math. J. Murphy asked if HIA 100 will remain as required for program, core course or as an option. P. Hadjimitsos replied that HIA 100 is required for graduation in Semester One and HIA 115 is prerequisite for the above four courses. M. Flaherty stated that he plans to vote yes, as he thought the reason for eliminating HIA 100 for the reason of enrollment, but having it in the program as required, he is ok with that.
M. Flaherty made a motion, seconded by W. Griffin, to approve item numbers 24-32 through 24-35, passed unanimously with a virtual vote, by a show of hands.

24-36   PED 153 Foundations of Exercise   rev crs   X   approved
J. Murphy stated that PED 153 is a core course in the Personal Trainer Certificate and offered as an elective in other mini-certificates. There were issues with retention and completion rate of about 40%, which prompted the change to update topics and outcomes. A new textbook was added. The GECC were reviewed and some were eliminated, leaving only Critical Thinking. We anticipate these changes will help boost the student success rate.
M. Flaherty made a motion, seconded by W. Griffin, to approve item number 24-36, *passed unanimously with a virtual vote, by a show of hands.*

OTHER: **A) Rationale on Forms in Watermark – J. Murphy**
  J. Murphy stated, as a reminder that when listing a Rationale for a course/program submission, make sure to include: the action taken, why the action was taken, add supporting evidence, text or upload document(s) (if needed), i.e. for accreditation, department chairpersons. J. Murphy submits Advisory Minutes with her submissions.

  A) New Position that Oversees Degree Audit and Student Planning Tools – J. Murphy
  J. Murphy stated there is a new position that oversees Degree Audit and Student Planning tool. The person will work with the Guided Pathway Maps, as we want to ensure that all Maps are up to date. Process will begin at Departmental meetings to review programs. Pathways were created four years ago. Review process is: 1) Review Pathways; 2) title for semesters will read 'Semester 1, Semester 2, etc., eliminating Fall, Spring or Summer. M. Flaherty agreed with verbiage of Semester 1, Semester 2, etc. There is an advantage, and if order does not matter, then why list. Our schedules do not allow students to take exactly as listed in the program. J. Cody concurred. It does matter if a course is only offered in one semester or another. J. Murphy added that we need to ensure that the course is offered in the

Semester listed. J. Murphy stated when she reviewed her area enrollment, she offers each course both semesters. S. Campos stated that the trend for college enrollment is that there are more full-time students that begin in the Fall and more part-time students begin in the Spring. This revision will also align with the Strategic Plan. Students will take the class when they want. There are courses not offered each semester. We need to ensure that gateway courses align for students and identify which courses are necessary for the students. Triton has made the decision and need to now review each program. S. Campos thanked everyone in advance for the work to complete this project. J. Yoon echoed M. Flaherty's response. It does not matter when you take a course, as long as the student takes it. Students want to see what course needs to be taken. The Catalog can assist in developing something similar to C.O.D, which lists requirements. M. Flaherty added that RHT is offered each semester, LIT courses are not always offered. There is an (*) in the Catalog to alert the students when a course would be offered. Students look at website, they do not refer to the Catalog. We need to mark courses offered each semester. J. Murphy stated that is currently in progress. S. Misasi Maratto noted that semester offered notation is in some programs, not all. J. Murphy suggested seeing if want to add an (*) in a program to denote when a course is offered. When looking at the Guided Pathways If there is room it should be kept as an extra learning pathway to go directly into the workforce. Look at the trends in the community. She proposed as a Curriculum Committee: 'Ask deans/chairperson to review the Guided Pathways to ensure they are ready to go.' New employees will use as one of the Planning Tools. F. Figg added that she has obtained a booklet (Schedule) that lists all of the transfer programs, but not all transfer programs are listed, as her programs are not, and asked how to get that rectified. S. Campos suggested F. Figg contact the Transfer Center. F. Figg stated that she has had Transfer Agreements for her programs for 5 years. S. Campos requested that F. Figg send her the booklet she is referring to. J Murphy asked where is the information pulled from. J. Yoon replied that program transfer Pathways only referring to Areas of Study, true transfer programs are the AA and AS Degrees. F. Figg stated that is not true, as Criminal Justice Administration is included in the AA/AS/AAS sections, along with BUS/ACC. M. Flaherty suggested adding a note in the program that it is transferable, i.e. 'if you plan to pursue the A.S. Degree, you will need to take RHT 102, etc., which is required. The A.A. and A.S. Degrees are designed to transfer, whereas the A.A.S. is not. If a student transfers to U of I and the student does not have RHT 102, they would need to take it there or here. Saying degrees are not transferable is incorrect. J. Yoon added that CJA and BUS are emphases in the A.A. and A.S. Degrees, but the degree awarded is an A.A. or A.S. with an emphasis. F. Figg suggested changing the title from 'University Transfer Programs' and have an (*) for programs that transfer. J. Murphy questioned where this list comes from S. Misasi Maratto replied that information comes directly from the Catalog, which she has the list, and suggested that an (*) be added after the Career Program, i.e.: *'Many programs have Articulation Agreements. or 'This program is transferrable, see your advisor.'* J. Murphy asked who prints the Catalog and who could we contact to see what programs would need an (*). S. Misasi Maratto replied that Marketing prints the Catalog. (The programs are parsed in the different categories, as approved by the ICCB). J. Yoon replied that the A.A. or A.S. Degrees are transferable. The A.A.S. Degrees are individual degrees and are the ones in question. J. Murphy asked F.

Figg if her programs (ARC and COT) are included in the Study of Programs list. She replied that they are. P. Jensen stated that Career Services are being invited to the classroom: Guided Pathways in Action grid was shown and discussed. Four semesters are divided into different activities. P. Jensen added that Career Services can assist students with internships, etc. P. Hadjimitsos stated that the Spring Schedule is perpetual. All A.A.S. Degree courses articulate to in-state universities, as at least an elective. Some courses have IAI designations, which is a smoother transfer to four-year schools. If students enroll in an A.A.S. program they would need to complete all of the required gen-eds if transferring. P. Hadjimitsos stated that he did not see any Architecture (ARC) IAI courses. We can look into the ARC courses. S. Misasi Maratto stated that courses are also articulated by using ICCB's Form 13s. F. Figg reiterated to add a note to the heading for clarity to Programs of Study, that most programs do transfer. M. Flaherty often wondered why Business and Criminal Justice are offered under the three degrees. M. Flaherty stated that universities want them to take major course there and he understands the students' frustration. If a course does not transfer, students get upset. UIC will not accept any course not required by the State and will not accept AP courses either. J. Yoon agreed with F. Figg's idea to add terminology after Career Program Listing in Programs of Study, along with an (*) denoting transferable programs. P. Hadjimitsos shared the IAI Major Panel list and stated that should link to the IAI Major Panels list. Our Applied Science programs, UIC and UIUC and IIT only list this way. There are a lot of artificial barriers. EGR is not Engineering Technology, as some courses do transfer (and approved by the IAI). J. Murphy requested faculty review all curricula looking at what will work and suggested **adding this topic as an 'Other' item for further discussion in September.** S. Campos thanked everyone for their hard in curriculum this semester.

Adjournment: M. Flaherty made a motion, seconded by W. Griffin to adjourn the meeting at 3:31 p.m., passed unanimously with a virtual vote, by a show of hands.

Submitted by: J. Murphy, Chairperson
Recording Secretary: Susan Misasi Maratto