

CALL TO ORDER/ROLL CALL

J. Murphy called the meeting to order at 2:32 p.m.

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

Members absent: (voting) A. Turner, L. Adeofe, B. Zak and R. Connor

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

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

Agendee(s): J. Murphy, G. Reyes, K. Reece, D. Smith-Gaborit, W. Justiz, D. Bowen, W. Griffin, G. Hiller, G. Catena, A. Miller, M. Sletten and K. Li

Visitor(s): L. Kosrow, R. Segovia and D. Salinas-Lazarski

APPROVAL OF COLLEGE CURRICULUM MINUTES

Motion to approve the minutes of April 4, 2019 passed unanimously, by voice vote.

OLD BUSINESS

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

NEW BUSINESS

| Item No. | Course/Curr No. | Proposals | Readings | | | Action Taken |
|----------|-----------------|-----------|----------|---|---|--------------|
| | | | 1 | 2 | 3 | |

HIA/
19-37 C306C Restaurant Management rev curr X approved

J. Murphy stated that the total program credits were revised from 34 to 31.
Motion to approve item number 19-37, passed unanimously by voice vote.

Vascular Technology
19-38 C517G in Sonography rev curr X approved

Specialized Vascular Imaging
19-39 DMS 255 in Sonography rev crs X approved

J. Murphy noted that the total credits for the Vascular Technology in Sonography program were revised from 15 to 16, due to the increase from in DMS 255 from 2 to 3 credit hours.

Motion to approve item numbers 19-38 and 19-39, passed unanimously by voice vote.

19-40 C243B Fire Science rev curr X approved

19-41 C343A Fire Science Certificate rev curr X approved

W. Justiz stated that the reordering of course listings were made per the recommendation by Southern Illinois University and University of Oshkosh Wisconsin, as we have articulation agreements with them. L. Wester questioned the listing of recommended electives when there are no 'electives' listed in the program listing. W. Justiz replied that was listed in case students have already taken or received credit for required courses and they would use the recommended electives listed.
Motion to approve item numbers 19-40 and 19-41, passed unanimously by voice vote.

19-42 MAT 224 Linear Algebra rev crs X approved

D. Bowen stated that MAT 224 was outdated and was rejected by the IAI, therefore, it has been revised and will be resubmitted to the IAI.
Motion to approve item number 19-42, passed unanimously by voice vote.

19-43 C407D Office Assistant Certificate rev curr X approved
Small

19-44 BUS 102 Business Accounting rev crs X approved

19-45 BUS 103 Keyboarding Technique rev crs X approved
Keyboarding Speed

19-46 BUS 104 and Accuracy rev crs X approved

19-47 BUS 149 Elementary Statistics rev crs X approved

19-48 BUS 171 Customer Service rev crs X approved

G. Reyes stated that C407D, Office Assistant Certificate was revised to 'Administrative Assistant Certificate' and the total credits from 15 to 17. L. Wester added that students enrolling in this program may now be eligible for financial aid, which requires a 16 credit hour minimum.
Motion to approve item numbers 19-43 through 19-48, passed unanimously by voice vote.

19-49 ACC 100 Basic Accounting I rev crs X approved

19-50 ACC 101 Financial Accounting rev crs X approved

19-51 ACC 105 Managerial Accounting rev crs X approved
Intermediate

19-52 ACC 251 Accounting I rev crs X approved
Intermediate

19-53 ACC 252 Accounting II rev crs X approved

19-54 ACC 255 Advanced Accounting rev crs X approved

19-55 ACC 256 Tax Accounting rev crs X approved

19-56 ACC 257 Principles of Auditing rev crs X approved

19-57 ACC 266 Cost Accounting rev crs X approved
Corporate

19-58 ACC 270 Tax Accounting rev crs X approved

19-59 ACC 271 Research Topics in Taxation rev crs X approved
Financial

19-60 ACC 275 Accounting Research rev crs X approved
Special Topics

19-61 ACC 296 in Accounting rev crs X approved

19-61 ACC 296 in Accounting rev crs X approved

G. Hiller stated that all of the Business courses were revised and updated with the new general education outcomes, along with the Formative and Summative Assessment. W. Griffin added that all

of the Accounting courses were updated, except one. J. Murphy thanked Business and Accounting for being the first to complete the course revisions to include the new general education outcomes. W. Griffin stated thanked his department and the CCC for their assistance and recommendations. G. Hiller thanked everyone for their recommendations.

Motion to approve item numbers 19-49 through 19-61, passed unanimously by voice vote.

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|--------------|----------------|-------------------------------|-------------------|----------|-----------------|
| | | Criminal | | | |
| 19-62 | C243A | Justice Administration | rev curr | X | approved |
| | | Criminal | | | |
| 19-63 | CJA 290 | Justice Capstone | new crs | X | approved |
| | | Law Enforcement | | | |
| 19-64 | CJA 298 | Administration II | delete crs | X | PULLED |

J. Murphy noted a change to this packet that item number 19-64, CJA 298 was PULLED by G. Catena, and is being moved from a required course to an elective, and the new course, CJA 290 will be listed in semester four. G. Catena stated that CJA 259 and CJA 298 were redundant and was intending to delete CJA 298, but CJA 298 is a crosswalk agreement with the Police Academy, so he decided to keep it as a recommended elective, which is similar to CJA 106 that the Police Academy teaches. G. Catena asked if there is a problem with offering the new course, CJA 290 in Fall and S. Misasi Maratto replied it is possible to offer the course in Fall, but would not be listed in the Schedule, and the course section(s) cannot be built until the course is approved. L. Wester stated that CJA 290 would be able to be used as an elective for the AA Degree, but would need to be articulated. G. Catena stated that he has worked with other Illinois schools that have a Capstone course and the goal is to offer it in the AAS Degree program or the certificate.

Motion to approve item numbers 19-62 and 19-63, passed unanimously by voice vote.

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|--------------|----------------|-------------------------|----------------|----------|-----------------|
| | | Introduction to | | | |
| 19-65 | CIS 220 | Network Security | rev crs | X | approved |

H. Bohleke stated that CIS 220 is being revised to offer online, by updating the outcomes and course content. J. Murphy added this is the proper process to create an online course.

Motion to approve item number 19-65, passed unanimously by voice vote.

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|--------------|--------------|---------------------------------|----------------------|----------|-----------------|
| 19-66 | C320C | Teacher Aide Certificate | inactive curr | X | approved |
|--------------|--------------|---------------------------------|----------------------|----------|-----------------|

A. Miller stated that C320C, Teacher Aide Certificate was committed to the Paraprofessional program that was also inactivated last month, and is no longer relevant. To become a teacher's assistant does not require a degree, just 60 college credits or an Associate Degree in any area. J. Murphy asked what would a student take who wants to become a teacher's aide. A. Miller replied they would follow an AA Degree pathway.

Motion to approve item numbers 19-66, passed unanimously by voice vote.

OTHER:

A.) Updated Course Outlines Ready & Submission Dates – J. Murphy

J. Murphy showed examples of completed course outlines on SmartBoard and demonstrated how to access them. The Portal was down for a time and she suggested reviewing the uploaded courses to ensure they are all there. If the course outlines have been updated recently, only the general education would need to be updated, but if they have not been reviewed/revised in a while, they will require additional work. If additional changes are made they MUST be listed in the Rationale. S. Misasi Maratto will check the submissions to see exactly what was revised. She demonstrated the course outlines that are uploaded to date, as we are

still in the progress of uploading the courses. The Curriculum office assistant would be notified if not seen in BlackBoard. We anticipate that all course outlines will be uploaded into BlackBoard by the end of May. The deadline to submit to the dean is September 1, 2019 and the deadline for the deans' submission to S. Misasi Maratto is September 10, 2019. They will be included on the agenda for the October Curriculum Committee meeting. Please submit to your dean who will approve and submit in batches to S. Misasi Maratto.

B) Last Time Course Outlines Updated Through CCC – J. Murphy

J. Murphy stated that S. Misasi Maratto has developed a report that lists all active credit courses the last time they went through the CCC process. She asked that they keep this report as a reference and update annually, as the course outlines are to be reviewed, per the Course Outline Board Policy. Most course outlines have been revised in the last few years. The older ones will require additional time to update. C. Nicholson stated that faculty need access to the BlackBoard page to access courses (i.e. CHM and BIS). J. Murphy asked if we could add people. S. Misasi Maratto stated that we should have that access. D. Baker added that H. Espino usually adds people to BlackBoard.

C) Advisory Minutes Submit With Programs – J. Murphy

J. Murphy stated that Advisory Minutes are required when submitting curriculum changes, as some submissions did not include them this Spring.

D) Rationales – J. Murphy

J. Murphy stated that for any action taken to a program or course, the Rationale needs to reflect those changes.

E) Read TRC Comments – J. Murphy

J. Murphy reminded the Committee that the submitters need to go out to the BlackBoard to read the TRC's comments and revise their submissions accordingly. S. Misasi Maratto added that the version of the submission in BlackBoard must be used for any revisions and that version should be returned to her with the changes, as they have been formatted correctly.

F) Draft Meta-Majors – K. Li

J. Murphy stated that several member of the Committee are looking at how other community colleges are listing their degrees, which would eliminate the separate numbering for each emphasis, as these are not sent to State, only the five Associate Degrees. The AAS Degree programs are unique to each area and have their own specific course listings. Each AA or AS Degree emphasis would be replaced with a Program of Studies. Do we wish to continue as is, or change to eliminate the emphases and curriculum number, and replace with a Program of Studies? L. Wester stated by eliminating the emphases would eliminate having to assess those, and would only need to assess the five degrees. Harper and McHenry were used as examples. J. Murphy suggested looking at pros and cons of the recommended change. S. Campos asked how the students would be tracked. S. Misasi Maratto questioned how would those programs be tracked and what about Degree Audit and added that we should not be attaching students to more than one credit program because the reports from Research are not correctly reflecting the

number of students in each program. K. Li stated they would work with Research on this. J. Murphy stated looking at the pros and cons and what is best for the student. K. Li stated that this proposal will affect our institution in multiple ways. Not formal degree, just transfer guides, would not need to go through curriculum our curriculum process and would not need to be assessed, which is an HLC requirement. If developed well, all should be based on the students' major and the four-year school where they would transfer. The transfer guides would be updated more frequently and be more accurate. W. Justiz asked which career areas have AA and AS and AAS and how do they feel about this change. G. Reyes stated that she is in favor of this idea, especially if the student does not know how to choose different programs. G. Catena stated that it is confusing the way it is now and the AA and AS degrees are concentrations with different electives or the AAS in Criminal Justice is CJA courses with gen eds. S. Campos added that the students' transcripts only state an AA or AS Degree, not the emphasis. L. Wester stated that J. Augustine would send a note requesting that the emphasis be added to the student's transcript. G. Catena added that some students do not know they need to make a request. S. Misasi Maratto asked the Transfer Guides would not be going through the Curriculum process, how do we keep track of the effective dates and how would the students know which year catalog that would graduate from. L. Wester replied that the student is only graduating with an AA or AS Degree, not the emphasis. K. Li stated that we will soon have a Transfer Center on campus where the Transfer Guides would be housed. The Programs of Studies would be listed in the catalog. J. Murphy stated that we would not want the students to think those emphasis were not being offered anymore. W. Justiz asked about the Pre-Profession emphases. K. Li replied Pre-Profession is more specified program. G. Catena added that it is currently difficult to communicate with the students on what to take to transfer. L. Wester stated that since 2011 these conversations regarding guides have been occurring as the transfer student is looking at the transfer institution curriculum. J. Murphy will send to the Committee the links to other community colleges and how they list their programs. J. Murphy requested that the Committee review and we are only reorganizing the way the catalog looks.

J. Murphy distributed the Meta-Major program listing to the Committee. K. Li stated that we can all improve on how we organize our programs and simplify choices for student without too many choices by organizing them in more meaningful way, so when they switch majors they do not lose too many credits. He has done research on this topic and has seen tremendous success. This submission is a first attempt by listing ICCB approved programs by CIP codes. K. Li thanked S. Campos, R. Segovia and Jacklyn for assisting in this project. He is currently obtaining feedback from other deans as to whether or not the area of concentration should be included here. K. Li asked J. Murphy if we should form a subcommittee to review. J. Murphy replied that we could form a subcommittee even though it's the end of the semester. She can alert the chairpersons and other deans as she would not want to wait three months over summer. K. Li stated there is no perfect way to organize programs, but the object is to make it easy for the students to make choices. D. Baker added that there is no perfect way, but we can talk about this too long and the design falls off table. We have been discussing pathways for a long time with no action taken and it probably will be a compromise. J. Murphy combining the last two topics for students to better understand. We need to brainstorm and debate the options (she

showed options). **We can find a subcommittee to work virtually over the summer and continue this conversation in September.** S. Campos stated that one that would work with Guided Pathways. J. Murphy will send an email with links to different colleges to the Committee. K. Li will respond to email and send additional resources to view. We are told to call them Meta-Majors, but will be too confusing so we are calling them Programs of Study. Articulation Agreement to use as a transfer guide, which would be a cascading way for students to choose their programs. W. Justiz suggested obtaining information from the Des Plaines Valley Region (DVR), obtain input from the high schools and merge the two together. D. Baker stated that the DVR links up with high schools. J. Murphy added that Proviso East already is using Meta-Majors. D. Baker stated they are in a competency-based pilot, but they are different. W. Justiz stated that the high schools and Triton have to be on the same path or it will confuse the students. A. Miller had an opportunity to offer dual credit in high schools and we do not want to shoot ourselves in foot by offering too many courses to equal a full certificate, then why would they come here. The high school teachers do not have the expertise that is necessary. We need to be careful of the amount of classes offered for dual credit. J. Murphy questioned if students are coming from a competency-based school and come here, how they would handle the change. D. Baker stated that this revision is geared towards the AA and AS Degree, not the AAS Degree. R. Segovia added that the high school students don't come here knowing what to do, as the high schools do not speak with the students regarding pathways, etc., and they are expected to figure it out at the college. J. Murphy added that if nine different schools have with nine different plans this will not work. **J. Murphy will continue to communicate regarding the subcommittee and the Meta-Majors/Program Studies.**

G) GECC Credential – J. Murphy

J. Murphy stated that the GECC Credential would count towards Triton's completion rates. S. Campos asked if there was a question on a list-serv that if students could attend graduation.

Adjournment: J. Murphy adjourned the meeting at 3:50 p.m.

Submitted by: J. Murphy, Chairperson

Susan Misasi Maratto: Recording Secretary