

CALL TO ORDER/ROLL CALL

J. Murphy called the meeting to order at 2:46 p.m.

Members present: (voting) J. Murphy, D. Baker, S. Campos, K. Li, H. Bohleke, A. Turner, C. Nicholson, M. Flaherty, B. Zak, T. Wright (for L. Wester) and W. Justiz

Members absent: (voting) G. Jablonski, L. Adeofe, W. Griffin, J. Cody and R. Connor

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

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

Agendee(s): J. Murphy, D. McNamara, A. Miller, B. Decker, M. Flaherty, V. McCullum, S. McClellan/K. Navilio and K. Benson

Visitor(s): D. Salinas-Lazarski

APPROVAL OF COLLEGE CURRICULUM MINUTES

Motion to approve the minutes of March 7, 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	

Social

19-17	U250AM50	AFA/Art Degree	inactive	curr		X
	<u>approved</u>					

Introduction to

19-18	U250M51	AFA/Music	inactive	crs	X	<u>approved</u>
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Motion to approve item numbers 19-17 and 19-18, passed unanimously by voice vote.

Paraprofessional

19-19	C220B	Educator Associate	inactive	crs	X	<u>approved</u>
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A. Miller stated that the enrollment has declined and the IBHE is no longer requiring the degree. K. Li added that the Teacher Aide Certificate is its companion. A. Miller added that the Teacher Aide Certificate will be submitted for inactivation at the May 2nd meeting.

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

19-20	U224A06 Global Studies	inactive curr	X	approved
19-21	U224A059 Intercultural Studies	inactive curr	X	approved

Motion to approve item numbers 19-20 and 19-21, passed unanimously by voice vote.

J. Murphy suggested contacting the Research Department to verify if any students are enrolled in the programs slated to be inactivated and eventually withdrawn, as they must be allowed to either complete the program or be moved to another program.

19-22	ENG 102 Introduction to Drama	rev crs	X	approved
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M. Flaherty stated that ENG 102 was revised with a new title and diversity has been added in an effort to obtain the IAI code with diversity.

Motion to approve item number 19-22, passed unanimously by voice vote.

19-23	SOC 180 Human Sexuality	rev crs	X	approved
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J. Murphy stated that SOC 180 has a revised course description, topics and added learning outcomes. M. Flaherty added that this course is not an IAI course.

Motion to approve item number 19-23, passed unanimously by voice vote.

19-24	C248C Graphic Design Degree	rev curr	X	approved
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19-25	C249C Digital Photography	rev curr	X	approved
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J. Murphy stated that MCM 150 was removed and replaced with MCM 151. S. Misasi Maratto added that MCM 151 or MCM 152 were added as an option. D. McNamara stated that the IAI had split MCM 150 into 2 separate courses, MCM 151 and MCM 152, which prompted this change.

Motion to approve item numbers 19-24 and 19-25, passed unanimously by voice vote.

19-26	AAS Degree Requirement	rev curr	X	approved
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19-27	U224A A A Degree Requirements	rev curr	X	approved
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19-28	U224A15 Women's and Gender	rev curr	X	approved
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19-29	U230A A S Degree Requirements	rev curr	X	approved
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J. Murphy stated that the above programs were revised due to the deletion of some Italian (ITL), Independent Studies (IDS) and Mass Communication (MCM) courses.

Motion to approve item numbers 19-26 through 19-29, passed unanimously by voice vote.

The Arts in				
19-30	IDS 101 Western Culture I	delete crs	X	approved

The Arts in				
19-31	IDS 102 Western Culture II	delete crs	X	approved

J. Murphy stated that the Interdisciplinary Studies Department no longer exists, therefore, the above courses have been deleted.

Motion to approve item numbers 19-30 and 19-31, passed unanimously by voice vote.

Film History				
19-32	MCM 150 and Appreciation	delete crs	X	approved

J. Murphy stated that MCM 150 was separated into two courses, MCM 151 and MCM 152, per the IAI, therefore, it has been deleted.

Motion to approve item number 19-32, passed unanimously by voice vote.

Italian Composition and

<u>19-33</u>	<u>ITL 113</u>	<u>Conversation I</u>	<u>delete crs</u>	<u>X</u>	<u>approved</u>
		<u>Italian Composition and</u>			
<u>19-34</u>	<u>ITL 114</u>	<u>Conversation II</u>	<u>delete crs</u>	<u>X</u>	<u>approved</u>
<u>19-35</u>	<u>ITL 118</u>	<u>Study Travel in Italy</u>	<u>delete crs</u>	<u>X</u>	<u>approved</u>

J. Murphy stated that the above courses have not been offered in a long time, therefore, they have been deleted.

Motion to approve item numbers 19-33 through 19-35, passed unanimously by voice vote.

19-36 HRT 125 Plants and Society rev crs X approved

J. Murphy stated that HRT 125 was revised as a result of the IAI's revision to the course, which now requires a lab. K. Benson has completed a lot of work. D. Baker thanked K. Benson for bringing this course into compliance with the IAI. K. Benson stated this was a learning experience, as he has presented at the Curriculum meeting many years ago. D. Baker stated that K. Benson is currently a retired full-time faculty. H. Bohleke stated that this course would probably not be offered online in Fall, 2019, as the logistics regarding the additional lab needs to be worked out. K. Benson stated that for the lab, the students would have to come on campus. M. Flaherty stated then this would then be a hybrid course. H. Bohleke stated that this course was approved to offer online, but we need to comply with the IAI's requirements. M. Flaherty stated that won't be a problem students taking this course would be interested in the lab. H. Bohleke stated this course was popular with the athletes and they will work through the details to offer online. The course is currently 4 lecture, 0 lab and is changing to 3 lecture and 2 lab. The PEER review would also need to review this course. H. Bohleke stated there was not a substantial change to the lecture hours. J. Murphy added that the total contact hours are now 75. D. Baker asked if this would make it challenging when scheduling. M. Flaherty reiterated that part of the class could be online. K. Benson stated that taking care of the greenhouse and gardening would become part of the lab. J. Murphy stated that the course description was also revised and K. Benson added also the textbook and Lab Manual.

Motion to approve item number 19-36, passed unanimously by voice vote.

OTHER:

A.) Program Approval Information – J. Murphy

J. Murphy showed the ICCB rules for program guide, as an FYI, of the ICCB's meeting dates to gauge how far in advance faculty need to submit a proposed new program.

B) All Course Outlines Updated to New Form (update) – J. Murphy

J. Murphy stated that all course outlines are to be updated to include the 5 new General Education Outcomes. Since the Portal was unavailable, the process was stalled a bit and is now up and running with progress being made. The course outline drafts are available in BlackBoard where the faculty can go to access them by their prefix, ensuring that each course is accounted for, make revisions and then submit to their dean. The Portal has all the current course outlines. This process will make it easier for the faculty. J. Murphy went through the steps to update the course outlines. If a course has no learning objectives, the faculty would have extra work. **S. Misasi Maratto is in the process of developing a report as to the last time each credit course went through the curriculum process.** M. Flaherty raised a concern that other changes may be made and the deans would not be aware, if the other changes are not listed in the rationale. **S. Misasi Maratto replied that she will do a 'compare-doc' to see the changes made against the current course outlines.** R. Segovia asked if faculty can go in and make changes. M.

Flaherty stated then he feels better that S. Misasi Maratto would catch if any other changes are made. All courses going through Curriculum after fall would ease up work on course outlines, but the annual review would still need to occur. J. Murphy added if there are no revisions, they do not need to be sent to Curriculum. D. Baker added that the faculty, chairpersons/coordinators and dean would review and some were ignored and may now be a lot of work. J. Murphy added that listing what on the topics that need to be taught in class should be listed as this is important for an online class.

J. Murphy stated there is a change of due dates for the course outline revisions. They must be submitted to S. Misasi Maratto by September 10, 2019. The faculty need to submit to the deans by September 1, 2019 and if they are completed earlier, they should submit to the deans. The good news is that all course outlines would be on the new course outline format. We are looking at managing course outlines in the Curriculum Management module in Watermark/SmartCatalog.

C) GECC Credential – K. Li/J. Murphy

J. Murphy stated that we are still weighing the pros and cons of developing this Credential. D. McNamara asked if it is an option to not offer the Credential. Parkland College is the only college currently that offers this Credential. D. Salinas stated that this is very early-on in the process and it has only been offered a couple of semesters. J. Murphy asked if students in the AA Degree or AS Degree would be taking the Credential, as the requirements are different. M. Flaherty added that the gen-ed requirements are very close in both degrees, but the electives are more diverse. He was to understand that the Credential was meant to build into the AS degree. D. Salinas stated that the students who declare the AA Degree, the gen-eds coincide with IAI and questioned how we would track the students if they leave prior to completing the Credential. The ICCB has no answer for that. J. Murphy stated that if the student does not complete their degree here they may need another year at the four-year school, compared to if they had completed an AS Degree. R. Segovia stated that when the students complete 39 or 40 hours, they are only half way to the two-year degree. M. Flaherty stated that it was a mistake to follow the ICCB and we should have left the MATH/SCI requirement the way they were for the AS Degree. Most schools require two Humanities courses anyway. Students wait to take the Humanities courses later, as they have to take an additional MATH course in the AS Degree. Discussion occurred on what the pros and cons were to revising our AS Degree. H. Bohleke questioned if we could use the GECC Credential as part of our completion. J. Murphy stated that the ICCB mandates that the GECC Credential would follow the AA Degree requirements. M. Flaherty suggested putting the development of a GECC Credential on hold for now and see what other schools are doing. D. Salinas added there would need to be a marketing strategy in place and see if this Credential helps with enrollment, and if not, it may not be worth it. M. Flaherty asked if the State considers the Credential part of completion. S. Campos added if the State counts the GECC towards completion, we can obtain two completions for a student with the completion of the GECC Credential and a degree. J. Murphy stated that some students may complete the Credential and leave. **S. Misasi Maratto will contact the ICCB to see if the GECC Credential would count towards completion.** D. Salinas suggested if the student leaves here they should be tracked and we should get credit for the

completion. S. Campos added that we would need to advertise this information to the students throughout the entire campus. J. Murphy stated that we need to update the Board policy of what is included in the syllabus. We currently do not have a master syllabus, which the Academic Standards Committee is now reviewing to see what should be included and what would be required or recommended. All faculty will have input. D. Baker stated that the recommendation would then be sent to the Board. President Moore and Chairman Stephens would like to see the updates. The Board Policies are accessible on our website. D. Baker stated that all of the Academic Policies have been revised, as some were outdated.

Adjournment: J. Murphy adjourned the meeting at 3:41 p.m.

Submitted by: J. Murphy, Chairperson

Susan Misasi Maratto: Recording Secretary