

CALL TO ORDER/ROLL CALL

J. Murphy called the virtual meeting to order on Thursday, April 6, 2023 at 2:33 p.m.

Members present: (virtual voting) J. Murphy, S. Campos, P. Harmon, J. Bartley, A. Terrazas (for J. Davidson), J. Lobianco-Bartalis, G. Jablonski, A. Miller, M. Flaherty, A. Sharris, W. Griffin, J. Cody, R. Connor and W. Justiz

Members absent: (voting) D. Jones, L. Finch and T. Wright

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

Resource Members absent: D. Krzykowska
(non-voting)

Agendee(s): P. Harmon, J. Murphy and A. Sharris

Visitor(s): B. Sola-Perkins, F. Ghauri, K. Gagliardi, A. Terrazas and S. Khan

APPROVAL OF COLLEGE CURRICULUM MINUTES

M. Flaherty made a motion, seconded by G. Jablonski, to approve the minutes of April 6, 2023, passed unanimously with a virtual vote, by a show of hands.

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>	
23-26	C319A Barber Certificate	new curr	X			approved
23-27	BAR 101 Fundamentals of Barbering	new crs	X			approved
23-28	BAR 102 Artistic Barbering I	new crs	X			approved
23-29	BAR 103 Barbershop Operations I	new crs	X			approved
23-30	BAR 104 Chemical Services I	new crs	X			approved
23-31	BAR 111 Facial Treatment	new crs	X			approved
23-32	BAR 112 Artistic Barbering II	new crs	X			approved
23-33	BAR 113 Barbershop Operations II	new crs	X			approved
23-34	BAR 114 Chemical Services II	new crs	X			approved
23-35	BAR 201 Barbering Techniques	new crs	X			approved
23-36	BAR 202 Artistic Barbering III	new crs	X			approved
23-37	BAR 204 Chemical Application I Advanced	new crs	X			approved
23-38	BAR 205 Barbering Techniques I	new crs	X			approved
23-39	BAR 213 Barbershop Management	new crs	X			approved

23-40	BAR 214	Chemical Applications II Advanced	new crs	X	approved
23-41	BAR 225	Barbering Techniques II	new crs	X	approved
23-42	BAR 245	Barber Clinic	new crs	X	approved
23-43	BAR 250	License Preparation	new crs	X	approved

J. Murphy stated that a new Barber Certificate was developed and will become effective Fall 2023.

The certificate includes seventeen new courses and totals 50 credits. A. Sharris added that men and women can both utilize this service. P. Harmon stated that this certificate will service men and women with short hair, as servicing longer hair would fall under Cosmetology. S. Campos stated they would also color (tint) hair and that the BAR courses may begin the second seven weeks, due to timing for new certificates needing to be approved by the ICCB and IBHE. S. Misasi Maratto added that the State approval effective date begins on the day the IBHE approves the program and then the course may be offered. P. Harmon noted that Watermark is now working for her and she has become proficient in its use from working with the Barber Certificate. J. Murphy stated that the email alerts will be turned on for Fall submission around August 1st. Will need to go back and read comments.

M. Flaherty made a motion, seconded by W. Griffin, to approve item numbers 23-26 and 23-40, passed unanimously with a virtual vote, by a show of hands.

23-44	PED 125	Boxing for Fitness	rev crs	X	approved
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J. Murphy stated that the title was revised from Kickboxing for Fitness to Boxing for Fitness and some topics and outcomes were added for more group offerings. She added that when making revisions that effect the Course Form and Master Syllabus, they both need to be completed. If making changes that only effect either the Course Form or Master Syllabus, only one would need to be completed. Reviewers also need to keep in mind that courses will not be scheduled for Fall until the changes are approved.

M. Flaherty made a motion, seconded by W. Griffin, to approve item number 23-44, passed unanimously with a virtual vote, by a show of hands.

		Engineering			
23-45	ENT110	Design Graphics/CAD	rev crs	X	approved

J. Murphy stated that A. Sharris will revise and submit to the IAI to obtain an IAI major code, EGR 941. ENT 110 will be added to the Pre-Engineering Degree program. A. Sharris stated that the course description was updated to emulate the IAI's descriptor. The content was not changed, only the descriptor to obtain the IAI's approval. Universities do accept, except University of Illinois at Champaign Urbana, as they require the course to be an IAI gen-ed course.

ANNOUNCEMENTS:

J. Murphy asked the deans to alert their chairpersons to ensure that the Course Learning Outcomes (CLO) and the Instructional Strategies and assessments for all Master Syllabi need to be completed by August 1st, as they were supposed to have been completed last December. This needs to be completed, as the email notification in the workflow process will be turned on and only CCC items should be in the workflow at that time, otherwise emails will be abundant if just updating the CLOs and Instructional Strategies, etc. *Any changes made above and beyond the two mentioned will need to go through the Curriculum process.* If revising other fields, send S. Misasi Maratto who will notify S. Brown. By comparing documents, you can see what you are revising. Please ensure that the CLOs match those in the Self-Study Assessment module in Watermark. *S. Misasi Maratto will make a list of the outstanding courses that are not updated.*

Curriculum Handbook – The Curriculum Office will be updating the Curriculum Handbook this summer, which will assist in making everyone's work more efficient. S. Brown, who will spearhead this project, will meet with J. Murphy and S. Misasi Maratto.

Watermark emails will be turned on prior to August 1st. S. Misasi Maratto did a great job solving the glitches with Watermark. We will keep on working with Watermark to get a compact document to send out to ICCB, IAI, etc. We will not stop asking for what is needed. S. Campos commended J. Murphy and S. Misasi Maratto for all their efforts to completing this project, which is not perfect but still working on it. J. Murphy stated that she is glad S. Brown has joined our team, with S. Campos in agreement.

J. Murphy stated that next year's focus will be less on Watermark upkeep. Suggestions from the Committee are welcome on how to improve what we have. S. Campos thanked faculty and the Committee on working with this new technology. J. Murphy is looking forward to working with everyone next fall.

OTHER: -----

Adjournment: M. Flaherty made a motion, seconded by W. Griffin to adjourn the meeting at 3:02 p.m., passed unanimously with a virtual vote, by a show of hands.

Submitted by: J. Murphy, Chairperson

Recording Secretary: Susan Misasi Maratto