

CALL TO ORDER/ROLL CALL

J. Murphy called the virtual meeting to order on Thursday, October 3, 2024 at 2:31 p.m.

Members present: (virtual voting) J. Murphy, S. Campos, T. Moran, M. Loucks (for J. Bartley), P. Hadjimitsos, J. Lobianco-Bartalis, A. Miller, M. Flaherty, A. Sharris, W. Griffin, L. Finch, R. Connor and T. Wright

Members absent: (voting) D. Jones, G. Jablonski, J. Cody, and W. Justiz

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

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

Agendee(s): D. McNamara, H. Stuckemeyer, L. Macias, P. Jaswilko, S. Turner and J. Murphy

Visitor(s): J. Kohtz, M. Crenshaw and T. Perkins

APPROVAL OF COLLEGE CURRICULUM MINUTES

M. Flaherty made a motion, seconded by W. Griffin, to approve the minutes of September 5, 2024, 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>	

24-37	SPE 135 Stagecraft	delete crs	X			approved
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D. McNamara stated that SPE 135 did not run more than ten years, therefore, it is being deleted, as there is no student interest in this course.

M. Flaherty made a motion, seconded by W. Griffin to approve item 24-37, passed unanimously with a virtual vote, by a show of hands.

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>	

24-39	EC/Adv Career Pathway Level III Certificate Gateway to Opportunity, Level III Credential	rev curr	X			approved
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24-40	EC/Adv Career Pathway Level II Certificate Gateway to Opportunity, Level II Credential	rev curr	X			approved
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A. Miller represented items 24-39 and 24-40 for H. Stuckemeyer and stated that the title revisions for both programs were preempted by the Gateways Society to remove 'Gateway Credential', as students do not receive the credential at Triton. J. Murphy asked if there was an Advanced Level I certificate. A. Miller replied there is no Advanced Level I Certificate.

M. Flaherty made a motion, seconded by W. Griffin to approve items 24-39 and 24-40, passed unanimously with a virtual vote, by a show of hands.

24-41	Nurse Assistant Certificate	rev curr	X	approved
24-42	AHL 110 Med Coding and Office Proc delete crs		X	approved

P. Jaswilko stated that AHL 110 is being deleted, as there is no student interest, therefore, it has been removed from the Electives list in the Nurse Assistant program. J. Murphy noted that the Nurse Assistant program includes only one course, with additional electives to choose from. P. Jaswilko added the electives would benefit the students if going into different settings.

M. Flaherty made a motion, seconded by W. Griffin to approve items 24-41 and 24-42, passed unanimously with a virtual vote, by a show of hands.

	Undergraduate Open			
24-43	PHS 200 Seminar-Physical Sciences	new crs	X	tabled

M. Flaherty made a motion, seconded by W. Griffin to approve item 24-43. Item 24-43 was tabled to the November 7, 2024 meeting, due to no representation.

J. Murphy noted that the Deans' Submission Date for the November 7th meeting is October 7th, and to have items to the deans' workflow earlier than that date for the deans to review and approve.

OTHER:

A) PROGRAMS OF STUDY – J. Murphy

a.) Curricula may transfer

b.) Indicate from list of curricula in the packet if curricula are transferable and include supporting evidence, i.e. Articulation Agreement, past experiences, etc.

c.) send email to Curriculum Office (S. Misasi Maratto/J. Murphy)

J. Murphy stated that the Programs of Study listed in the Course Schedule was discussed at the May and September CCC meetings regarding the programs listed under University Transfer and Career areas. There is a concern that the Career programs do not denote that some programs may transfer and have Articulation Agreements. The Agenda Planning Committee discussed this concern and S. Misasi Maratto stated that the Programs of Study list in the Course Schedule is pulled from the College Catalog. J. Murphy suggested that the department chairpersons review the Associate in Applied Science programs and if the degree transfers to a four-year institution, contact S. Misasi Maratto and inform her of those degrees that transfer and provide evidence. S. Misasi Maratto will mark those degrees with an asterisk (*) after the title of the program. There are 2 notes that were suggested at the September 5th CCC meeting and are included in today's packet. The Committee needs to review and choose which version would be more suitable by: 1) deciding on the language, and 2) department chairpersons review list to denote degrees have transfer agreements and would transfer. S. Misasi Maratto will update the Catalog, and Marketing will update the Course Schedule. **T. Wright suggested removing the word 'Counselor' and replace with 'Advisor' in the 'Note'**. P. Hadjimitsos stated there are many AAS Degrees that have articulation agreements. He will work with the chairpersons to obtain their prospective and suggested that we have a Transfer Agreement page, which would be maintained. There are signed articulation agreements that are necessary or we may be liable. J. Murphy stated that we have official signed agreements in the Transfer Center and on department websites. We need to decide if we use the

word 'may' in place of 'will' transfer. M. Flaherty stated that 'may' may not be good enough. Legally we would not be responsible, but he recently was in a meeting that dealt with the adjunct contract, in which the term 'may' was construed as 'will'. We need to ensure the listed information is correct, as it is our responsibility. The Transfer Center has all the information. **M. Flaherty suggested listing 'Go to or contact the Transfer Center'**, as to not mislead the students, and **'Meet with an advisor'**. **J. Murphy suggested striking the last sentence in the Course Schedule and replace with 'Students should contact the Transfer Center prior to enrolling in a program'**. M. Flaherty concurred with J. Murphy, as it must be clear that the student needs to speak with a transfer advisor. He added that students must look into the program's transferability by either contacting the Transfer Center or looking online at Transferology. J. Murphy reiterated that the students should contact the Transfer Center and **suggested adding a link to the Programs of Study to direct the students to the Transfer Center**. **S. Misasi Maratto will revise the 'Note', send to J. Murphy who will forward to the Committee**. A. Sharris stated that her two children attended Triton and transferred to four-year institutions and some of our courses were not accepted. For example, I.I.T. did not accept our Speech course, and our A.A.S. program may not be a clear transfer. The Math requirements may also be different. 100% transfer is not true, and concurred with listing that the students need to contact the Transfer Center and Transferology. J. Murphy stated that the students who know what they intend to pursue should contact both the four-year institution and the Transfer Center. A. Sharris added that we need to inform the students who are self-advising, to add the 'Note' to both the UT Programs and Career Programs, that they need to **'Contact both the four-year institution and the Transfer Center'**. M. Flaherty concurred with A. Sharris for example, so students would not take the wrong Math course. The Transfer Center has great advisors, which he is grateful for them with assisting the Scholar's students. There are compatible schools for transfer. M. Flaherty added that this is a starting place for something bigger and anticipates building on for the future. **J. Murphy stated that her and S. Misasi Maratto will revise the 'Note', strike the last sentence in the Course Schedule, add 'Students should contact the Transfer Center' and add a link to the Transfer Center**. at the top of the Course Schedule Programs of Study page. There are 2 statements, both include the asterisk (*) for Transfer program statement. She asked the Committee to review both statements. P. Hadjimitsos stated there are inconsistencies in the Catalog, as some direct students to check with the Transfer Center and some direct students to contact the four-year institutions. The ratio for student completion is taking 15-30 credits and then they move on. We need to bullet proof articulation and streamline the process. Transfer Agreements provide assurance for the students and family. He also experienced this at his former place of employment. We need to provide a complete pathway to degree and to four-year institution. J. Murphy reminded the deans to inform the chairpersons that it is our responsibility as chairpersons to annually review programs and Articulation Agreements so they are up to date and revise them if necessary. The AAS Programs listed under Career Programs will have an asterisk (*) with evidence if there is an Articulation Agreement. She fears that students complete courses without good guidance and then want to transfer to Concordia or Dominican, but are turned down. M. Flaherty added that pertains to any student who transfers and gave an example of a student with straight As and was turned down. If the student goes into a competitive

situation we cannot be responsible. S. Campos added that this is a great conversation regarding transfer. A 'Note' to the students that there is opportunity out there. We need to direct them to the Transfer Center for further clarification, which is their purpose, as we also want to encourage student contact. J. Murphy stated that students should contact the Transfer Center for specific details and inquired when the Spring Schedule was going to print. M. Flaherty replied there is not enough time to make these changes for the Spring Schedule. S. Misasi Maratto added these changes would be included in the Summer Schedule for sure. A. Sharris suggested eliminating the wording for 'University Transfer Program' and 'Career Program' titles. S. Misasi Maratto stated programs are parsed out according to the State's 1.1 (University Transfer) or 1.2 (Career) PCS codes. J. Murphy inquired if one list includes all AA, AS and AAS programs. M. Flaherty stated that previously students who took the AAS degree went directly into the workforce, but now some programs can transfer. With the AA and AS degrees, it is a distinct difference, as they are taken for transfer, including GECC (Credential) and AGS degrees. J. Murphy sees the benefit to having Career Programs and would not want to eliminate something that benefits students.

J. Murphy stated that we already have November items and asked the Committee to notify her or S. Misasi Maratto if anyone would like to include a topic as an 'Other' item, which would be added to the agenda for discussion at CCC. A. Sharris stated she will wait for the November meeting for her 'Other' item. J. Murphy suggested that A. Sharris speak to the dean and have a concept to discuss at the November meeting. A. Sharris stated she assessed her prerequisites and would like to add 'or instructor approval' so students are aware they can ask the instructor to be allowed to take the course, and those that may self-advise, as students don't know they can ask. She looked at other colleges, i.e. C.O.D and Daley College list 'or instructor approval' in some of their prerequisites. She would like to add that statement to some of her prerequisites or have a generic understanding, as this is a new generation of students. J. Murphy suggested having conversation as what other schools are doing is great, but she believes the lower number of prerequisites, the better, to give students the opportunity to pass/fail themselves. If faculty could speak with their deans, begin a conversation, and possibly bring something forward that we could vote on. **J. Murphy stated 'or consent of instructor' will be added to the November Agenda**, if there are no State regulations for prerequisites. We can discuss in November. This additional statement for prerequisite is usually found in capstone courses. M. Flaherty added the 'consent of instructor' statement would never work with Math courses. J. Murphy stated that this would only apply to faculty who think they may need to add the additional wording to their prerequisites.

Adjournment: M. Flaherty made a motion, seconded by W. Griffin to adjourn the meeting at 3:22 p.m., passed unanimously with a virtual vote, by a show of hands.

Submitted by: J. Murphy, Chairperson

Recording Secretary: Susan Misasi Maratto