

**CALL TO ORDER/ROLL CALL**

J. Murphy called the meeting to order at 2:38 p.m.

**Members present:** (voting) J. Murphy, D. Baker, S. Campos, K. Li, H. Bohleke, A. Turner, C. Nicholson, B. Zak, W. Griffin, J. Cody, D. Juraga, and L. Wester

**Members absent:** (voting) M. Flaherty, G. Jablonski, L. Adeofe and W. Justiz

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

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

**Agendee(s):** S. McClellan, P. Harmon, S. Rohde, K. Li (for M. Flaherty), T. Junge, J. Murphy, S. Campos (for W. Justiz)

**Visitor(s):** T. Wright and P. Jensen

**APPROVAL OF COLLEGE CURRICULUM MINUTES**

*Motion to approve the minutes of October 4, 2018 passed unanimously, by voice vote.*

**OLD BUSINESS**

None

**NEW BUSINESS**

<b>Item No.</b>	<b>Course/Curr No.</b>	<b>Proposals</b>	<b>Readings</b>			<b>Action Taken</b>
			<b>1</b>	<b>2</b>	<b>3</b>	

**18-173 MCM 120 Mass Communication rev crs X tabled**

S. McClellan stated that the topical outcomes were revised, along with the prerequisite, but now he wishes to remove the prerequisite from the course, as it is not necessary. MCM 120 was **tabled to change the prerequisite to 'None' and will be voted on at the December 6<sup>th</sup> meeting.**

**18-174 C217C Radiologic Technology rev curr X approved**

J. Murphy stated that the program outcomes were updated. D. Baker asked if the program outcome changes were going to be submitted as a package and J. Murphy replied that English and Rhetoric and Radiologic Technology programs were submitted early. P. Harmon added the program outcomes were already listed on a work page for her program online. D. Baker questioned if it could be noted when the other programs are submitted that these aforementioned two programs have completed adding the approved learning outcomes. K. Li stated they are documenting the process by adding a check box noting programs that were approved by the Assessment Committee. J. Murphy stated that C217C, Radiologic Technology was approved and P. Harmon added the Assessment Committee had sent her the program rubric, so there is no need for another one. K. Li added that this should suffice. S. Campos noted that SPT & SPC rubrics are missing the program title for record keeping. K. Li noted there is variation in consistency, as some courses list one and some list five gen-ed outcomes

and there should be a recommended number. S. Campos stated that is a challenge, especially for Health Careers, as the accreditation lists many outcomes. H. Bohleke suggested specifying the number per program, with J. Murphy adding for consistency. K. Li stated that we should list a minimum number, as some programs recommend six or seven and some programs will have more, but we need some guidelines. D. Baker suggested determining the number of outcomes by the number of total program credits. **J. Murphy will make a recommendation of number of outcomes to the faculty.** H. Bohleke added that some programs have one outcome with bulleted items. P. Perry is aware of this issue, but did not wish to stall curriculum.

*Motion to approve item number 18-174, passed unanimously by voice vote.*

**18-175 BIS 108 Biology of Humans rev crs X approved**

J. Murphy stated that BIS 108 was revised to include learning goals and learning outcomes. S. Misasi Maratto requested an updated syllabus if pursuing IAI approval. S. Rohde said she did submit and S. Misasi Maratto will check. J. Murphy noted that if a course is an IAI course, please submit an updated syllabus along with the Course Proposal and Course Outline.

*Motion to approve item number 18-175, passed unanimously by voice vote.*

**18-176 U224A21 English and Rhetoric (AA) rev curr X approved**

K. Li represented item number 18-176 for M. Flaherty, which learning outcomes were added. K. Li will check to see if the learning outcomes were approved by the Assessment Committee. J. Cody stated that they were approved.

*Motion to approve item number 18-176, passed unanimously by voice vote.*

**18-177 C317C Surgical Technology Cert delete curr X tabled**

J. Murphy noted that this program is being withdrawn. A Study Committee will be formed for all programs slated to be withdrawn that are listed on today's agenda, including (C317C, Surgical Technology Certificate, C444B, Emergency Medical Responder and C444C, Public Safety Dispatcher). D. Baker noted that these programs are being withdrawn at the request of the program coordinators. S. Campos added that an A.A.S. Degree in Surgical Technology (SRT) was developed and no longer a need for the SRT certificate. D. Baker stated that they will need to review the process to withdraw a program if brought to the Committee by the department. This is part of a cleanup, as they are no longer viable programs. J. Murphy added that the programs to be withdrawn will be voted on at the December 6<sup>th</sup> meeting after the Study Committee has submitted their recommendations.

**18-178 C336A Personal Trainer Cert rev curr X approved  
Hlth, Sport & Exercise**

**18-179 U230A36 Science (AS Degree) rev curr X approved  
Clinical Exercise**

**18-180 C536A Specialist Adv Cert inactive curr X approved  
Sports**

**18-181 C536B Conditioning Adv Cert inactive curr X approved  
Group Fitness**

**18-182 C536C Instructor Adv Cert inactive curr X approved**

**18-183 HTH 215 Lifestyle Diseases delete crs X approved  
Wellness and Exercise**

**18-184 HTH 216 for Special Populations rev crs X approved**

**18-185 PED 116 Group Exercise delete crs X approved**

**18-186 PED 172 Group Fitness Instructor rev crs X approved  
Strength Conditioning**

**18-187 PED 180 and Performance                      rev crs                      X                      approved**

J. Murphy stated that the A.S. Degree in Health, Sport and Exercise Science revisions are: PED 153 was added and EDU 207 and EDU 215 were deleted, along with the removal of the PE Concentration, which leaves five concentrations from the original six that are all six credit hours. If student intend to become a teacher they need a teaching degree with an emphasis in PE. Students can take the Coaching Concentration. Learning outcomes were added and approved by the Assessment Committee. The advanced certificates, C536A, C536B and C536C are being inactivated, as these nine hour certificates were developed for students who had successfully completed the Personal Trainer Certificate. One course was retained from each certificate and added as electives to the Personal Trainer Certificate for specialization that still offers the students an option. Research was contacted for a list of current students in those program to be inactivated and the students will complete the coursework by the end of Spring 2019. HTH 215 and PED 116 are being deleted effective Fall 2019, as they are attached to the proposed inactive programs that will be withdrawn at the same time. HTH 215, PED 172 and PED 180 were revised and are attached to the Personal Trainer Certificate. A. Turner questioned when the withdrawn and inactivated programs can be removed from the College Application. S. Misasi Maratto responded that depends on the effective date of inactivation and withdrawal, which is Spring 2019, and noted that no new students are allowed to enter into an inactive program.

*Motion to approve item numbers 18-178 through 18-187, passed unanimously by voice vote.*

**Emergency**

<b>18-188 C444B</b>	<b>Medical Responder</b>	<b>delete curr</b>	<b>X</b>	<b>tabled</b>
<b>18-189 C444C</b>	<b>Public Safety Dispatcher</b>	<b>delete curr</b>	<b>X</b>	<b>tabled</b>

J. Murphy stated that per W. Justiz these two programs have never run and are therefore being withdrawn. C444B, Emergency Medical Responder, C444C, Public Safety Dispatcher and C317C, Surgical Technology Certificate will be reviewed by a Study Committee who will submit their recommendation prior to the December 6<sup>th</sup> meeting. J. Murphy will contact the Study Committee, comprised of T. Junge (Surgical Tech coordinator), S. Campos (Health Careers dean), L. Wester (Counselor), G. Abezetian (Business), and J. Cody, D. Juraga and S. McClellan (three CCC faculty members). J. Murphy will compose a memo and send to the Study Committee for their virtual recommendation to the CCC. D. Baker stated that a different process could be looked into when a program is brought forth for withdrawal by the faculty, and there is no contention, which would simplify the process. J. Cody noted that change would affect the faculty contract. **J. Murphy will email the Study Committee and provide a date to have their recommendation to her.**

**OTHER:**

**A.) A.A.S. Degree General Education**

The general education courses in the AAS Degree was discussed at the October 4<sup>th</sup> meeting and a suggestion was made to see what other schools require for gen-ed courses in their A.A.S. Degree. The question is, 'Do we want to dictate what gen-ed courses are, or leave that decision up to the individual departments?' RHT 101 with RHT 102 or SPE 101 will remain requirements. We can remove the restriction of gen-eds required from different disciplines, as they are Triton's internal requirements, and then decide which areas the remaining gen-eds would come from. K. Li stated that other schools do not have a discipline requirement. D. Baker put questions out on a list serve and Logan College, Rend Lake College and Shawnee College responded and all do not have restrictions. K. Li stated that the ICCB Program Manual states only 15 gen-ed credits are required for an A.A.S. Degree. S. Campos noted that the gen-ed requirement was discussed four to five years ago when those programs were lowered to 60 credits. L. Wester added that

the Health requirement was removed and Social & Behavioral Science went away, etc. K. Li stated that our internal distribution bumped the Renewable Energy program up to 64 credits to accommodate the gen-ed restriction. H. Bohleke added that the ICCB is pushing back programs that are over 60 credits. J. Murphy asked if programs would benefit by not being prescriptive and noted that the State always required 15 hours of gen-ed, but not prescriptive. H. Bohleke stated that there are more than enough gen-eds in the automotive programs. J. Murphy stated that if the program includes 15 gen-ed, there would be no reason to revise the program. H. Bohleke added that it would be a good idea to keep RHT 102 for those students who wish to transfer. K. Li stated that other gen-ed electives could be decided on once the coordinators are better equipped to align with industry needs. H. Bohleke stated that students with low skilled academics, test low, and rather than drop RHT 102 could take COL 102 in its place. K. Li reiterated that the gen-eds in the A.A.S. Degree do not have to be IAI approved. D. Baker stated that Triton's requirement is only documented in the Curriculum Handbook and in the Triton Catalog. K. Li added that courses can also be articulated as gen-eds through the Form 13 process. L. Wester raised a concern that any articulated course could then be used as a gen-ed. K. Li stated that we would be following the ICCB rule and would need to decide internally if the student is going out to workforce or is transferring. H. Bohleke added that in many career programs, the faculty serve as mentors to the student's course selection. We may attempt to make a rule for only a small percent of students that may have implications for larger group. D. Baker stated the revised A.A.S. Degree would need to come to CCC to be revised, reviewed and approved. J. Murphy added that she would present to the Senate. D. Baker suggested obtaining additional information from other community colleges. J. Murphy stated that a recommendation from the dean after they meet with their faculty could be submitted. A. Turner stated that some A.A.S. programs identify a higher level Math course (e.g. MAT 111), which a course substitution is submitted to equate with MAT 122. A. Turner questioned if they are indeed equivalent. H. Bohleke stated that if a lower-level course in a program is needed, it should be added to the program. A. Turner noted that if the program is credited for transfer, the lower-level Math would be compromised. J. Murphy stated that the coordinator/chairperson/dean would need to review and make a decision, with a rationale. D. Baker added this mandate would need to be reflected in the CCC Handbook and noted that the control goes to the Curriculum Committee. S. Campos stated that A.A.S. Degree revisions were also brought to the Senate for a vote and noted a concern for the CTE students to obtain employability skills in English and Speech. **J. Murphy suggested sending her support/disapproval in bullet points and she would share with the CCC prior to presenting to Senate.** If we move forward, RHT 101 and SPE 101 should definitely be a requirement. K. Li added that some programs may not change if their needs are met. S. Campos asked if some programs would be reduced to 60 credits that are currently higher. K. Li replied some would. D. Baker suggested asking coordinators/chairpersons why they have included certain courses, as previously the faculty thought additional courses would increase enrollment, and she cautioned that this is not a quick fix. The less we have built into a program the more the program will grow. H. Bohleke stated that having additional courses is counter-productive. J. Murphy suggested asking the deans if there are programs that should be inactivated. D. Baker suggested also asking the faculty. L. Wester reiterated her concern if we are looking to make a big change for handful of programs, would it

benefit the students. We need to look at other schools to see if they have specific requirements in different disciplines. She would be happy to have COL 102 listed as a gen-ed, but not sure what best suits the students needs and concerned that if discipline requirement was eliminated and the student transfers, they may still be at freshman status. D. Baker added that it would be beneficial if the deans presented this to their departments for input. J. Murphy added that action can be taken in Spring 2019. **J. Murphy will send out an email to the CCC.** This topic will not be presented to the Senate in November.

**B) Assessment**

K. Li stated that assessment is on schedule and noted that all program outcomes need to be submitted to the dean from Assessment Committee by November 3<sup>rd</sup> and to S. Misasi Maratto by November 5<sup>th</sup>. J. Murphy added that the faculty submission deadline is Friday night, November 2<sup>nd</sup>.

**Adjournment:** J. Murphy adjourned the meeting at 3:35 p.m.

**Submitted by:** J. Murphy, Chairperson

**Susan Misasi Maratto:** Recording Secretary