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Description automatically generated **CT State Curriculum Congress**

*Chair: Jason Seabury Vice Chair: Christine Cherry*

Friday October 20, 2023

9:00 – 11:50 a.m.

Link to join TEAMS meeting: [Click Here](https://teams.microsoft.com/l/meetup-join/19%3ameeting_OTdmZWVlNDEtNTZhYi00YmY4LWIxNDYtNjM4Nzc0ZTUwNTIz%40thread.v2/0?context=%7b%22Tid%22%3a%22679df878-277a-496a-ac8d-d99e58606dd9%22%2c%22Oid%22%3a%2220cdc0d9-5c0b-4ca8-982b-66f9ad097caa%22%7d)

**Minutes**

* **Welcome** – (9:00)
* **Election of Secretary / Selection of Minute-Taker** - (9:00)
  + Motion to elect Michele Nye - Tom Jackson
  + Second- Todd Degree
  + All approve- motion carried.
* **Approval of Agenda -** (9:05)
  + Motion- Sarah Selke
  + Second- Christine Cherry
  + Approval- motion carried.
* **Approval of Minutes from September Meeting –** (9:05)
  + Motion- Christine Cherry
  + Second- Tammy Vaz
  + Approval- motion carried.
* **Discussion on Bylaws and Process**
* **VOTE:** **Should SACCs / SDCs follow ALL of our processes and bylaws, SOME of them, or NONE of them?** i.e., is it up to each individual committee to decide what approval means, what quorum means, whether they hold closed-to-public meetings or parts of meetings, etc.? (~9:10)
  + Discussion ensued- regarding uniform voting rules, Robert rules, inclusivity (i.e., SDC), bylaw development (i.e., senate’s role to develop uniform rules vs Curriculum’s role)
  + Motion- Miguel Garcia- create “ad hoc committee” to come up with uniform rules.
  + Second- Todd Degree
  + Discussion ensued.
  + Approval- motion carried.

* **VOTE:** **Who should be notified** **/ invited to Congress?** During proposal review, who should be invited? 1. Originator / proposer, 2. SDC Chair, 3. SACC Chair, 4. Dean? I have been inviting all of those except the originators (just due to logistics and the volume of proposals we’ve experienced). Do we still need all 3 of the others? Or still invite but not REQUEST to come.
  + Discussion- ensued about the above questions. Members discussed originators of proposals or designee should be invited & present to best answer questions brought up by Congress. SDC & SACC can be invited as a courtesy not a requirement vs SACC should be present. Noted that the originator would be required to attend three meetings. Tentatively concluded that originators be invited and should come if possible, SACC and SDC chairs welcomed but not required to attend.
* **DISCUSS: Review of Gen Ed Committee Proposal**. We will begin with a summary of the proposal and TEAMS discussion. Please post on TEAMS any feedback you’d like to share before the meeting if possible. We can then discuss further. NO final vote will be taken at this meeting. After this meeting: 1. feedback will be incorporated and proposal updated, 2. document will be distributed for a 2-week feedback period to Congress members, Senate members, SACC chairs, and Deans, for dissemination at local campuses, 3. feedback will be collected and incorporated by the work group, and 4. we will hold a vote on the final document at our November meeting. Assuming approval, local and/or statewide elections would follow in late November / early December. Work would begin SP24.
* **UPDATES**: Bylaws, DEI drafting groups
  + **Presenter**- Sarah Selke discussed the review of Gen Ed Committee Proposal- refer to Gen Ed Committee Proposal for details.
  + **Congress provided Feedback**- focused on review, maintenance, and assessment. Jason directed congress members to write additional feedback on Teams by the latest next week.
  + Draft will be circulated to campuses for feedback.
  + Voting to take place at next Curriculum Congress Meeting
* **DISCUSS: Need of an additional Congress Meeting**
  + Decision made to have additional meeting on October 27
* **Proposal Review**
* **Review of Proposals – Business and Hospitality**
* **From May 2023:**
* [Business.Hospitality Paralegal – PARL-AS – Program Modification – Paralegal](https://ctregents.sharepoint.com/:b:/r/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/3.%20May%202023%20Cycle%20-%20Completed/PARL-AS-Modification-Program.pdf?csf=1&web=1&e=gUL9mK)
  + Presenter- Thomas Jackson
  + Motion- Chris Paulin
  + Second- Hannah Moeckel-Rieke
  + Approval- motion carried.
* [Business.Hospitality Acct, Bus Admin, et al. – BENT2180 – Course Modification - Entrepreneurship](https://ctregents.sharepoint.com/:b:/r/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/3.%20May%202023%20Cycle%20-%20Completed/BENT2180-Modification-Course.pdf?csf=1&web=1&e=sPlxGZ)
* [Business.Hospitality Acct, Bus Admin, et al. – BMKT2010 – Course Modification – Principles of Marketing](https://ctregents.sharepoint.com/:b:/r/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/3.%20May%202023%20Cycle%20-%20Completed/BMKT2010-Modification-Course.pdf?csf=1&web=1&e=D3tBSe)
  + Presenter- Edward Becker
  + Discussion ensued- regarding how much writing is involved in the course, the no-need for prerequisites, and how learning objectives were being met.
  + Motion- Todd Degree motioned to accept as written.
  + Second- Jill Rushbrook
  + Discussion ensued.
  + Approval- motion carried.
  + No- 2 no votes.
* [Business.Hospitality Bus Office Tech, et al. – ADSS-CC-BOT – Certificate Modification – Bus Off Tech: Admin Support](https://ctregents.sharepoint.com/:b:/r/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/3.%20May%202023%20Cycle%20-%20Completed/ADSS-CC-BOT-Modification-Cerfiticate.pdf?csf=1&web=1&e=97OUYJ)
  + Presenter- Stacy Bottone
  + Motion- Chris Paulin
  + Second- Sarah Selke
  + Approval- motion carried.
* [Business.Hospitality Bus Office Tech, et al. – EHRS-CC-BOT – Certificate Modification – Bus Off Tech: Electronic Health Records Specialist](https://ctregents.sharepoint.com/:b:/r/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/3.%20May%202023%20Cycle%20-%20Completed/EHRS-CC-BOT-Modification-Certificate.pdf?csf=1&web=1&e=JR5KxX)
  + Presenter- Stacy Bottone
  + Discussion ensued.
  + Motion- Jacob Spjut
  + Second- Chris Paulin
  + Approval- motion carried.
* [Business.Hospitality Bus Office Tech, et al. – MCOD-CC-BOT – Certificate Modification – Medical Insurance Specialist (10:25)](https://ctregents.sharepoint.com/:b:/r/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/3.%20May%202023%20Cycle%20-%20Completed/MCOD-CC-BOT-Modification-Certificate.pdf?csf=1&web=1&e=hgwdz9)
  + Presenter- Stacy Bottone
  + Discussion ensued- discussed concerns regarding choice of biology courses.
  + Motion- Sarah Selke
  + Second- Nancy LaRoche
  + Approval- motion carried.
* Business.Hospitality Bus Office Tech, et al. – MEDO-AS-BOT – Program Modification – Medical Option (10:30)
* [Business.Hospitality Bus Office Tech, et al. – OFFC-CC-BOT – Program Modification – Office Option (10:35)](https://ctregents.sharepoint.com/:b:/r/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/3.%20May%202023%20Cycle%20-%20Completed/OFFC-AS-BOT-Modification-Program.pdf?csf=1&web=1&e=inW5VM)
  + Presenter- Stacy Bottone
  + Discussion ensued
  + Note- Sarah Selke noted the following: there is confusion about the course outcomes and the purposes of Biology 1100/1100L and Biology 1111, as well as alignment issues with campuses requiring variations of 3 credits vs 4 credits courses; and last overlap between programs.
  + Motion- Mehrdad Faezi
  + Second- Lorraine Li
  + Vote- motion carried.
* **Review of Proposals – Engineering and Technology**

**From May 2023:**

* [Engineer.Tech Eng, Eng Tech, et al. – CENT1010 – New Course – Electric Circuits for Technology (10:40)](https://ctregents.sharepoint.com/:b:/r/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/3.%20May%202023%20Cycle%20-%20Completed/CENT1010-Proposal-NEW-Course.pdf?csf=1&web=1&e=Su3h0B)
  + Presenter- Christine Cherry
  + Discussion ensued- old courses overlap with the newer courses, as well as learning outcomes.
  + Motion- Lin Lin
  + Second- Lorraine Li
  + Approval- motion carried.
* [Engineer.Tech Eng, Eng Tech, et al. – CENT1036 – New Course – Electronics for Technology (10:45)](https://ctregents.sharepoint.com/:b:/r/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/3.%20May%202023%20Cycle%20-%20Completed/CENT1036-Proposal-NEW-Course.pdf?csf=1&web=1&e=eiilqv)
  + Presenter- Christine Cherry
  + Discussion ensued- regarding learning outcomes are to be evaluated. Discussed either to return back to SDC for revisions or edit wording to something Curriculum congress can agree to.
  + Motion- Patti Pallis to accept the new course proposal with the revised outcomes one-four to “demonstrate & apply the use of.”
  + Second- Pam Pirog
  + Approval- Majority, motion carried.
* [Engineer.Tech Eng, Eng Tech, et al. – CENT2052 – New Course – Digital Electronics for Technology (10:50)](https://ctregents.sharepoint.com/:b:/r/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/3.%20May%202023%20Cycle%20-%20Completed/CENT2052-Proposal-NEW-Course.pdf?csf=1&web=1&e=Kh5dSf)
  + Presenter- Christine Cherry
  + Motion- Lin Lin
  + Second- Tammy Vaz
  + Approval- motion carried.

Below to be accepted as one vote:

* + Engineer.Tech Eng, Eng Tech, et al. – CETC-AS – Program Modification – Computer Engineering Technology (10:55)
  + [Engineer.Tech Eng, Eng Tech, et al. – BMDT-AS – Program Modification – Biomedical Engineering Technology (11:05)](https://ctregents.sharepoint.com/:b:/r/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/3.%20May%202023%20Cycle%20-%20Completed/BMDT-AS-Modification-Program.pdf?csf=1&web=1&e=0YtglC)
  + [Engineer.Tech Eng, Eng Tech, et al. – RREN-AS – Program Modification – Railroad Engineering Technology (11:10)](https://ctregents.sharepoint.com/:b:/r/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/3.%20May%202023%20Cycle%20-%20Completed/RREN-AS-Modification-Program.pdf?csf=1&web=1&e=MiNf8y)
  + [Engineer.Tech Eng, Eng Tech, et al. – RREN-AS-SIG – Program Modification – Railroad Engineering Technology: Signaling & Communications (11:15)](https://ctregents.sharepoint.com/:b:/r/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/3.%20May%202023%20Cycle%20-%20Completed/RREN-AS-SIG-Modification-Program.pdf?csf=1&web=1&e=faCNob)
    - Presenter- Christine Cherry
    - Motion- Lin Lin to approve 4 modifications as a group
    - Second- Lorraine Li
    - Approval- motion carried.
* [Engineer.Tech Eng, Eng Tech, et al. – LandSurvey&GIS-CC – New Certificate – Land Surveying & Geographic Information Systems (GIS) Technician (11:00)](https://ctregents.sharepoint.com/:b:/r/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/3.%20May%202023%20Cycle%20-%20Completed/LandSurvey%26GIS-CC-Proposal-NEW-Certificate.pdf?csf=1&web=1&e=SuWPaI)
* Presenter- Diba Khan-Bureau
* Motion- Carmen Yiamouyiannis
* Second- Jacob Spjuk
* Discussion ensued- table on page nine is filled out incorrectly (should have credits remaining, not credits completed) and on the “supplement A” form, the field on enrollment and completion is empty. The SDC SACC signatures are missing. (CHAIR’S NOTE: this is a document problem – there is no place for signatures. Looking into it!)
* Approval- motion carried.
* **Meeting adjourned, below to be deferred to next meeting.**

**11:45 – Adjourned**

* **Motion to adjourn-** Hannah Moeckel-Rieke
* **Second made by Jason Seabury**
* **Meeting adjourned at 11:58am**

**Deferred:**

**Review of Proposals – Nursing & Health**

**From May 2023:**

* [Nursing.Health Health Careers Group 1 – EXSC-AA-TAP – Program Modification – Exercise Science Studies – TAP/CSCU Transfer](https://ctregents.sharepoint.com/:b:/r/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/3.%20May%202023%20Cycle%20-%20Completed/EXSC-AA-TAP-Modification-Program(4.24.23).pdf?csf=1&web=1&e=U31eW6) (11:20)
* [Nursing.Health Health Careers Group 1 – EXSC-AS – Program Modification – Exercise Science (11:25)](https://ctregents.sharepoint.com/:b:/r/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/3.%20May%202023%20Cycle%20-%20Completed/EXSC-AS-Modification-Program.pdf?csf=1&web=1&e=qfHvYk)
* [Nursing.Health Health Careers Group 4 – EMT1000 – Course Modification – Emergency Medical Technician](https://ctregents.sharepoint.com/:b:/r/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/3.%20May%202023%20Cycle%20-%20Completed/EMT1000-Modification-Course.pdf?csf=1&web=1&e=3dnHxG) (11:30)
* **Review of Proposals – Science and Math (11:35)**

**From May 2023:**

[Science.Math Math & Data Science MATH0993 Proposal-NEW-Course Medical Mathematics (11:35)](https://ctregents.sharepoint.com/:b:/r/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/4.%20Sept%202023%20Cycle%20-%20Current%20Business/CT%20State%20-%20New%20Course%20Proposal%20-%20Medical%20Math%20-final%20(1).pdf?csf=1&web=1&e=ayspXB)

**From Sep 2023: (11:40)**

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| [MATH1004 Modification\_PhilipsM\_FA23\_Last Revision 10-6-23.docx](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/4.%20Sept%202023%20Cycle%20-%20Current%20Business/MATH1004%20Modification_PhilipsM_FA23_Last%20Revision%2010-6-23.docx) |
| [MATH1200 Modification\_RamerK\_FA23\_Last Revision 9-8-23.docx](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/4.%20Sept%202023%20Cycle%20-%20Current%20Business/MATH1200%20Modification_RamerK_FA23_Last%20Revision%209-8-23.docx) |
| [MATH1201 Modification\_RamerK\_FA23\_Last Revision 9-8-23.docx](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/4.%20Sept%202023%20Cycle%20-%20Current%20Business/MATH1201%20Modification_RamerK_FA23_Last%20Revision%209-8-23.docx) |