 **CT State Curriculum Congress**

 *Chair: Jason Seabury Vice Chair: Mark Lynch*

 *Secretary: Rebecca Busch Adams*

 Friday January 31, 2024

 9:00 – 11:00 am

 Link to join TEAMS meeting:  [Click Here](https://teams.microsoft.com/l/meetup-join/19%3Agv6C6yxe7MPwnDAgOVvu0DDlmZB-uQwcMKL5ClKFIAY1%40thread.tacv2/1738062312275?context=%7b%22Tid%22%3a%22679df878-277a-496a-ac8d-d99e58606dd9%22%2c%22Oid%22%3a%224d3ee33b-2261-4493-acad-fba926e7f50a%22%7d)

**Minutes**

**Member Attendees:** B.L. Baker, Joseph Brockway, Rebecca Busch Adams (Secretary), Christine Cherry, Diane Clokey, Kathleen Czarnota, Jill Flanigan, Joanne Faust, Jaime Hammond, Constance Hotchkiss, Michele Howard-Swan, Karen Hynick, Nancy LaRoche-Shovack, Topher Logan, Mark Lynch (Vice Chair), Hannelore Moeckel-Rieke, Latisha Nielsen, Michele Nye, Patti Pallis, Christopher Paulin, Michael Rotundo, Jason Seabury (Chair), Sarah Selke, Jakob Spjut, Carmen Yiamouyiannis

**Members Unable to Attend:** Todd Degree, Lorraine Li, Jennifer Vamvakus,

Guests: Becky DeVito (Capital), Josiah Ricardo (Capital)

1. **Welcome**
	1. Discussion of AI bots trying to access meetings. There will be policies regarding AI for CT State both regarding operational use in meetings and a separate policy to be developed by Senate for AI use in academic classroom settings.
	2. We may want to invite Merhdad Faezi, a member of President Maduko’s AI group to give us an update.
2. **Approval of Agenda**
	1. Motion to approve Joanne Faust seconded by Jill Flanigan
		1. 20 yes, 0 no, 0 abstain
		2. Note – quorum is currently 13
3. **Minutes Review on TEAMS**
	1. Please review and comment and make changes on TEAMS on the Minutes review channel

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| 1. **Brief Updates from Standing Committees**
	1. **Gen Ed Committee – Chris Paulin Co Chair presented**
		1. We have three subcommittees, SOP Bylaws and Forms committee
		2. All are working in separate silos since we have not met since December
		3. Noted that when we originally put in a member from each campus the term was 23-25. But we were unable to begin work in 2023. Our first action was to extend everyone’s membership to 26. After making sure all 12 campuses were aware and okay with this, we made that official. We are going to stagger end of terms after this. We will base who is staggered off first based on the assessment schedule (who is getting assessed first will need their members to be on the first two year term). After that everyone will have two year terms on opposite years.
			1. Note, the campus reps will begin stagger on a 6 and 6 basis. For assessment, we will try to do half and half as well.
		4. Also of note is that the original charge of the gen ed committee was assessing Creativity and Global Knowledge. But there was an understanding that those areas were going to be discontinued. If this has changed (they are part of the TAP degrees) then we need to know that right away).
			1. Comments from Congress Members on this topic: Creativity and Global Knowledge help organize how our courses will transfer and help students get their gen ed requirements at the four years. It is not part of our gen ed but those students will need to get those gen ed (about half of the TAP programs have those requirements). So even though they are not our programs, it makes sense for our gen ed committee to address those. The provost will need to verify this.
			2. Chris asks – should we be vetting those courses as well? Yes we should is the answer.
		5. The forms committee will work with Diane Clokey to make sure their forms work with everything else.
		6. Question about the timeline as this is important work---especially the form so people can submit courses for evaluation.
			1. Answer --- we would like to have those answers, but bylaws and SOP are taking a lot of time. The hope is “soon” for a form. March at the earliest.
		7. TAP substitutions were discussed. The Gen Ed Committee will be making a proposal regarding substitution protocol for the Sciences specifically and a separate proposal for other substitutions.
		8. Once the ACME policy requirement for the CCS course is finalized there will be more flexibility for other courses to meet the information literacy requirement.
			1. Information literacy is not the same as technology literacy so an excel course could not automatically meet that requirement (discussion about excel course and ccs)
		9. Gen Ed meetings need to be added to the Shared Governance calendar
	2. **Gen Ed Committee – Becky DeVito added to the update**
		1. They have formed a 4th subgroup for Assessment Planning, and its first focus is to plan a schedule for assessing all 9 SLOs and to complete that project in time to share the plans with NECHE in time for their site visit this spring.
	3. **DEI Committee – Jason Seabury is presenting**
		1. DEI requirement is still under discussion as to what it looks like. It is fulfilled by just one course right now CCS but that should change most everyone agrees. It might end up being an embedded requirement in other courses.
		2. Concern about whether we anticipate any pushback regarding the DEI requirements in light of what is going on at the federal level. Currently as far as we know there are no plans to change anything at the state level unless there is a federal mandate that we do so.
		3. Note that Marie Clucas from Tunxis is the new DEI chair.
	4. **Curriculog** **workgroup – Diane Clockey is presenting**
		1. We are focusing on getting the forms in shape and we are working on those and on the communication, we do want to make it so people can see the forms and the location in the process where a course is (just for now).
		2. Note there is a place in Curriculog for gen ed
		3. Members of curriculum congress should know that we are going to try a soft launch of Curriculog for Feb for things that are starting at that point (any new proposal going to SDC). So, they will have the option to launch it as well in Curriulog.
		4. One member felt only those proposals that had gone through the public feedback should be piloted in February (not all new proposals).
		5. It will be entirely voluntary so in that sense it is a soft launch in February
	5. **Forms workgroup – Rebecca Busch Adams is presenting**
		1. Proposed changed to the forms were presented to the group
		2. The goal for the forms is to have them ready by the March meeting.
2. **Assessment Advisory Committee (this is the new term for Assessment Council): i**ts role and composition, and how it fits into shared governance structure
	1. Joe Cullen is the chair of the Assessment Advisory Committee. It is a mix of faculty admin and staff. It does not fit into our current shared governance structure at all. Joe was asking how it could be incorporated. Could it be a subcommittee of Congress? Or at least report to Congress? He also recommended that it could be a faculty-led committee, and he is happy to hand off the reins of it while still being involved in the work.
	2. Becky DeVito noted that there should be a subcommittee that reports to Curriculum Congress that reports on program assessment. But it would be important to separate it out from the General Education assessment.
	3. Provost Karen Hynek is getting four assessment fellows per school. We need help and support in how to do assessments. We need to have complete separation between our General Education assessment work and program assessment. It does have to be part of our shared governance revisions moving forward. The appointment of the new assessment fellows is part of how we are looking to recreate our assessment structure. It will not report to IR and will be based within the faculty.
	4. Question --- who should be part of the decision to decide how this new assessment structure will work for CT State?
		1. Jamie Hammond will be part of the group working with Jason Seabury on the new Assessment structure. Becky DeVito will be there for the first meeting along with all of the assessment fellows. They will be announced this week from the provost's perspective. They are all full time faculty.
	5. Suggestion that Assessment group should be called Program review to distinguish it from Gen Ed Outcomes assessment.
3. **Shared Government Assessment Taskforce Proposal Discussion**
	1. Quick reminder overview
	2. Discussion on Congress membership proposal
		1. **Academic Affairs realignment from 6 schools to 4 and implications on Curriculum process and Congress membership**
			1. AY2025-26 membership

Discussion of terms, reelection and the need to decide. * 1. Discussion on SACC / SDC proposals
		1. Replacing SACC with a campus-based curriculum committee may create a feeling that if a small number of campuses are outvoted, they are being abused and overlooked and biased against.
		2. Having a discipline council assumes that faculty only teach in one discipline, which is not the case.
		3. One of the reasons to have campus-based curriculum committee was to get a fuller picture of interdisciplinary fallout and also to get more immediate and full comment from members of the community. The discipline groups are front and center with twice the input and yet they have equal power given to small campuses.
1. Adjournment – 11:06pm
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