 **CT State Curriculum Congress**

 *Chair: Jason Seabury Vice Chair: Mark Lynch*

 *Secretary: Rebecca Busch Adams*

 Friday October 18, 2024

 9:00 – 11:30 am

**Draft Minutes**

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

**Members Unable to Attend:** Constance Hotchkiss, Jennifer Vamvakus

**Guests:** Jimmy Adams (College Office), John Alvord (Norwalk), Becky DeVito (Capital), Paula Dowd (College Office), Mehrdad Faezi (Manchester), Janet Gangaway (Naugatuck) Ira Hessmer (Capital), Peter Kootsookos (Middlesex), Ken Lalli (Norwalk), David Mann (Norwalk), Amy Royal (Naugatuck), Joseph Searcy (College Office), Fahad Usman, Tammy Vaz (Gateway), Edmond Yalda (Norwalk)

Meeting called to order at 9:04 am

1. **Approval of Agenda –**
	* 1. Motion to approve Hannelore Moeckel-Rieke and seconded by Loraine Li. Approval by acclamation
2. **Minutes Review on TEAMS**
	* 1. Minutes approved after suggested revisions by Hannelore Moeckel-Rieke
		2. Motion to approve Hannelore Moeckel-Rieke and seconded by Joseph Brockway. Motion approved 20 yes, 2 no, 0 abstain
3. **Updates on Committees**
	* 1. DEI Committee still needs three more CC reps from Business & Hospitality, Math & Science, and Engineering & Technology
			1. Members discussed. Jason will check membership and begin meetings regardless.
		2. FORMS Committee will be needed (based on Shared Governance Summitt feedback)
			1. Rebecca Busch Adams, Jamie Hammond, Mark Lynch Sarah Selkie, and Hannelore Moeckel-Rieke and Diane Clokey volunteered.
			2. It was noted that we can’t make changes to the BOR forms but we can change our internal forms. – but we can add out own cover sheet to the BOR forms. We don’t do that but it might make sense to do that to make it more clear.
4. **Governance Summit – Oct 11 (Save the Date)**
5. **Begin Proposal Review**
	1. **Arts and Humanities (pushed back from the last meeting)**

Presenters – John Alvord and Ken Lalli (Norwalk)

[GRA2900-NEW.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/September%202024%20Cycle%20-%20CURRENT/Proposal%20HELD%20from%20September%20Meeting/GRA2900-NEW.pdf)

**New Course** - when this went into alignment we originally had one portfolio prep for art and one for graphic design but we ended up with just one. But for some colleges it makes sense to have a separate course for Art and one for Visual Arts. The courses are virtually the same with the exception of that distinction.

**Points Raised in Congress Discussion** –

* The credits can range from one to three. Some campuses have used the three-credit version. They are leaving it as it was for the ART 2900 course. Questions were raised as to whether this can work in the schedule and with the registrar. It has been done in the past and it works. Some members are also confused regarding the six contact hours.
* Is this redundant to GRA 2090? The language at the end of that description stated that students are requested to create a portfolio piece. 2090 is a skills development and art creation course. 2900 will be a portfolio creation, refining previously created works and enhancing skills.
* We need to make a program change to include this course because it currently doesn’t fit. But under the second that says ART 2090 it does say any GRA 2000 or higher so a moot point
* Learning outcomes as compared to GRA 2090 are much clearer. SLOs. The Three Rivers program coordinator does not believe this is a necessary new course.
* Not all program coordinators do agree with this proposal. In that light, some members want to send it back to the SDC. It was approved at the May meeting of the SDC but not unanimously.
* Variable credits can be scheduled with a set number of credits. The credit hours would then match the contact hours. Another option is if it is independent study. When the student registers they fil out a form regarding how many credits they would like to earn. Then the registers enter that. The faculty member has to approve it.

**Motion to approve with change in credit hours to 2-6 from 1-6 made by Hannelore Moeckel-Rieke and seconded by Carmen Yiamouyiannis. Motion passes 14 yes, 8 no, 0 abstain**

* 1. **Nursing and Health**

Physical Therapy Assistant Bundle

Presenter Janet Gangaway

[PTA2794-Modification.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/September%202024%20Cycle%20-%20CURRENT/PTA2794-Modification.pdf)

[PTA2894-Modification.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/September%202024%20Cycle%20-%20CURRENT/PTA2894-Modification.pdf)

[PTA2990-Modification.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/September%202024%20Cycle%20-%20CURRENT/PTA2990-Modification.pdf)

**Trio of Identical Amendments** - Janet Gangaway presents This trio is the exact same change for all the courses. As separately accredited programs, the process for how they do the program varies. One college does pass fail and one does a letter grade. So, they are adding the verbiage that to get into their final semester, they have to get either a C or better or a pass. This will resolve issues with Banner and issues delaying graduation.

**Points Raised in Congress Discussion –**

* Question asked about the contact hours being clinical-- Does the clinical instructor get paid for that many hours?
	+ - * Answer - It is time that is donated/pro bono. There is a full-time person overseeing the whole process clinical coordinator. It is contact hours for the student but not billing hours. The number of clinical hours is made clear in the course description.
		- On 2990 clinical decision making is not numbered. Because these SLOs were provided by the outside accreditor no change will be made.

**Motion to Approve All Three Amendments made by Christine Cherry and Seconded by Topher Logan. Motion passes 22 yes, 0 no, 0 abstain**

* 1. **Engineering and Technology**

Railroad Engineering Bundle

 Presenter: Christine Cherry

[MECH2034-NEW.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/September%202024%20Cycle%20-%20CURRENT/MECH2034-NEW.pdf)

Elecrtromechanical Controls

Course required for the Railroad Engineering Technology program

[RREN-AS-Modification.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/September%202024%20Cycle%20-%20CURRENT/RREN-AS-Modification.pdf)

This program currently sits with 66-68 credits. Upon review, modifications to the program courses are made to reduce the credits to 64-66. Revisions include:

1. Math requirement of MATH 1002 to be changed to MATH 1002 or higher and the PHYS 1009 requirement to be changed to PHYS 1009 or higher.
2. Remove RRET 1010 Careers in the Railroad. The material covered in this course is covered in CENT 1016 and CCS 1001.
3. RRET 1002 – Fundamentals of Electricity – 4 credits, is added back to the program. The course is necessary for RRET students to be successful in CENT 1010 – Electric Circuits for Technology.
4. The hidden prerequisite MECH 2034 – Electromechanical Control (formally MEC \*234) is brought forward.
5. The prerequisite for RRET 2030 – Reading and Interpreting Railroad Diagrams is changed to CENT 1010.

[RREN-AS-SIG-Modification.pdf](https://ctregents.sharepoint.com/%3Ab%3A/r/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/September%202024%20Cycle%20-%20CURRENT/RREN-AS-SIG-Modification.pdf?csf=1&web=1&e=Mtbys3)

Currently the Railroad Engineering Technology: Signaling and Communications program sits at 57-59 credits. This is due to RRET being omitted from the program. Proposed changes include

1. Math requirement to be changed from MATH 1002 to be MATH 1002 or higher and PHY 1009 to be PHYS 1009 or higher.
2. Remove RRET 1010 Careers in the Railroad. The material covered in this course is covered in CENT 1016 and CCS 1001.
3. RRET 1003 – Fundamentals of Electricity – 4 credits, are added back to the program bringing the total credit count for an AS degree at 61-64 credits. This course is necessary for RRET students to be successful in CENT 1010 – Electric Circuits for Technology.

[RRET1003-NEW (legacy).pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/September%202024%20Cycle%20-%20CURRENT/RRET1003-NEW%20%28legacy%29.pdf)

Fundamentals of Electricity (Legacy course EET 103) required for the two above programs

|  |
| --- |
| **Points Raised in Congress Discussion** |
| * The SDC discussed and determined that these courses are different/unique from other intro courses in the program and are needed specifically for these programs.
* Four credit hours and six contact hours. The question was raised about whether students will have to pay an extra fee (this is not mentioned on the course description). Engineering does not have an extra fee for the four credit/six contact hours classes. It may be that a fee will be added going forward, however, Curriculum Congress does not have to include this in our decision.
* This is a 2000 level course with no prerequisites. While we have asked about this before, it was determined that in Engineering, 2000-level courses do not always have prerequisites as a matter of common practice.
* Math 1002 or higher could include Statistics, which is not allowed in this program. It was agreed that the Math requirement would be changed to Math 1002 or higher with the exception of Math 1200 or 1201.
* Classroom requirements specifying Gateway classrooms will have to be changed so this can be offered on any campus.
* The textbook is from 2006 and this was questioned, however the information does not change, and the older texts are free. The professors have decided the old texts serve well.
* Change to hybrid or traditional classroom only (not online).
* Library and Technology services need to be checked on the form. The presenter agrees to this.

**New Motion to approve the proposals and modifications listed above with the language regarding classroom changed to "a lab classroom with the same equipment currently located in the gateway classrooms currently listed along with library and technology services checked and the exception to the Math requirement noted above” made by Hannelore Moeckel-Rieke and seconded by Lorraine Li.** **Motion passed 22 yes, 0 no, 0 abstain**[INTC-AS-COT-Modification.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/September%202024%20Cycle%20-%20CURRENT/INTC-AS-COT-Modification.pdf)Intc College of Technology Program Modification Presenter: Merhdad FaeziRemoving a course EGR 2250 Computational Methods and Engineering. This course requires a higher math than the rest of the program (Calculus I) but this program only requires Pre-Calculus. This degree is credit heavy, and this will reduce it by three credits. The degree transfers well without the course.**Points made by Congress Members*** Clarified that this course removal does not affect any of the program outcomes. The presenter assured that it does not.
* The total number of credits needs to be adjusted/clarified. 40-43 credits are the program requirements so further adjustments need to be made.
* Question about the course – is it required in any other program? Will the course be removed from the catalog? This can be investigated further.

**Motion to approve by Jacob Spjut with friendly amendment to fix the credit hours. Topher Logan seconds.** Final note – This course will no longer need a substitution as of the effective date. Until then, course substitution needs to be made. This will have to be worked out on a case-by-case basis.**Motion passes 21-0** |
| * 1. **Architecture Bundle – Revisited from the last meeting**

[ARCH2015-Modification- SEP14,2024.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/May%202024%20Cycle%20-%20CURRENT/ARCH2015-Modification-%20SEP14%2C2024.pdf)[ARCH2020-Modification - SEP14,2024.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/May%202024%20Cycle%20-%20CURRENT/ARCH2020-Modification%20-%20SEP14%2C2024.pdf)[ARCH2030-Modification - SEP14, 2024.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/May%202024%20Cycle%20-%20CURRENT/ARCH2030-Modification%20-%20SEP14%2C%202024.pdf)Presenter – Ira Hessmer (Capital) summarized changes:**ARCH 2015** * The Student Learning Outcomes have been modified to fully comply with Blooms Taxonomy.
* ARCH 1005 has been added course is a prerequisite.
* “by permission of program coordinator” has been added in addition

**ARCH 2020*** The Student Learning Outcomes have been modified to fully comply with Blooms Taxonomy.
* Removed ARCH 2005 but still have ARCH 1002 as a prerequisite but added the Art 1013 (which is cross listed) and Art 1005 or “with program coordinator’s permission”

**ARCH 2030*** The Student Learning Outcomes have been modified to fully comply with Blooms Taxonomy.
* The prerequisites have been kept and added “or with the program coordinator’s permission.”

Motion to approve as a bundle by Jacob Spjut and seconded by Carmen Yiamouyiannis.**Points Raised by Congress Members** * ARCH 2020 needs to be noted as a four-credit course. This can be added as a friendly amendment This is a four-credit course with six contact hours.
* Thank you so much for all your hard work and for making all the needed changes!

**Motion passes 21-0**   |

* 1. **Optics Potential Bundle (New Courses)**

[OPT1221-NEW.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/September%202024%20Cycle%20-%20CURRENT/OPT1221-NEW.pdf)

[OPT1311-NEW.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/September%202024%20Cycle%20-%20CURRENT/OPT1311-NEW.pdf)

[OPT1322-NEW.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/September%202024%20Cycle%20-%20CURRENT/OPT1322-NEW.pdf)

[OPT2231-NEW.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/September%202024%20Cycle%20-%20CURRENT/OPT2231-NEW.pdf)

[OPT2333-NEW.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/September%202024%20Cycle%20-%20CURRENT/OPT2333-NEW.pdf)

[OPT2334-NEW.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/September%202024%20Cycle%20-%20CURRENT/OPT2334-NEW.pdf)

[OPT2341-NEW.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/September%202024%20Cycle%20-%20CURRENT/OPT2341-NEW.pdf)

[OPT2343-NEW.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/September%202024%20Cycle%20-%20CURRENT/OPT2343-NEW.pdf)

[OPT2344-NEW.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/September%202024%20Cycle%20-%20CURRENT/OPT2344-NEW.pdf)

[OPT2345-NEW.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/September%202024%20Cycle%20-%20CURRENT/OPT2345-NEW.pdf)

[OPT2432-NEW.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/September%202024%20Cycle%20-%20CURRENT/OPT2432-NEW.pdf)

[OPT2442-NEW.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/September%202024%20Cycle%20-%20CURRENT/OPT2442-NEW.pdf)

**Optics Potential Bundle (New Programs)**

[OPTFAB-MET-I-CC-NEW.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/September%202024%20Cycle%20-%20CURRENT/OPTFAB-MET-I-CC-NEW.pdf)

[OPTFAB-MET-II-CC-NEW.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/September%202024%20Cycle%20-%20CURRENT/OPTFAB-MET-II-CC-NEW.pdf)

[OPT.TECH-AS-NEW.INTENT.pdf](https://ctregents.sharepoint.com/sites/CTStateCurriculumGovernance/Shared%20Documents/CT%20State%20Curriculum%20Bodies/CT%20State%20Curriculum%20Congress/_Proposals%20Submitted%20to%20Curriculum%20Congress%20for%20Review/September%202024%20Cycle%20-%20CURRENT/OPT.TECH-AS-NEW.INTENT.pdf)

Presenter Fahad Usman presented this background:

This optics technology program was created to address the needs of local industries within Connecticut. Optics companies need students with the knowledge about optics technology these programs provide. We have created three separate programs to be able to serve students just graduating high school as well as students already working in the industry who need this additional knowledge. Many people currently working in the field know how to work the machines, but the industry is now requiring them to also understand the technology and the principles of optics behind what the machines are doing.

We have the two-year Associate's degree program and the six month and one-year certificates to give many different options. The one-year certificate stacks onto the six-month certificate so students would not have to start from scratch. Similarly, the full Associate Degree program stacks onto the one-year certificate. All three of these new programs give students knowledge of how to fabricate and measure optics which will allow them to find employment in nearly all of the optics industries. Companies we have been targeting as needing these programs are ASML, as well as ZYGO, DMT and AOS and others. The program will run under Technological Studies

**Points Made in Congress Discussion**

* Numerous members thanked Presenter Fahad Usman for his work in identifying this need and doing so much hard work on this very important new program.
* **Program Issues noted**
	+ **Completion:**The question was raised about whether, INCLUDING PRE-REQS and based on semester offerings, the program could feasibly be completed by students in 2 years.
	+ **Resources:**Questions were raised regarding resources needed to offer this course at the various campuses. Specific details would have to be included in the program proposals going forward.
	+ **Credits:**Concerns were raised about the total number of credits possibly being too high.
* **Course Issues noted**
	+ **Verbiage:**For assessment purposes, it’s important that all Student Learning Outcomes (SLO’s) be measurable. The SLOs need to adhere to Blooms Taxonomy, another similar guide.
	+ **Typos/other small checks:**various typos were noted.

**Motion made to table all Optics Proposals until next month so that these concerns can be address made by Nancy LaRoche-Shovack and seconded by Christine Cherry. Motion approved 19 yes, 0 no, 0 abstain**

* 1. **Meeting adjourned at 11:56pm.**

Minutes Submitted by Rebecca Busch Adams, Secretary