

Curriculum Committee Minutes

October 06, 2022 3:30 to 5pm

Location: TDC 1.162 (Board Room) & HRC 209 (Conference Room)

Zoom Link: <https://cgcc.zoom.us/j/81195761793>

PRESENT:

Voting Committee Members

Chair- Pam Morse (Math)
 Vice Chair- Mimi Pentz (Nurs/Hlth)
 Andrea LoManaco (Buiness)
 Emilie Miller (Science)

Stephen Shwiff (Social Science)
 Robert Wells-Clark (Ind/Trade)
 Jenn Kamrar (Art,Cult,Comm)
 Rebecca Schwartz (Inst Dean)

Non-Voting Committee Members

Susan Lewis (Curriculum)

Mary Martin (Student Services)

Supporting Staff

Sara Wade (Curriculum)

Guest

ABSENT

Voting Committee Members

Kristen Booth (Pre-College)

Non-Voting Committee Members

Jarett Gilbert (VP Instructional Services)

Item	Discussion	Action
Call to Order: 3:35pm	Meeting called to order at 3:35pm by Chair Pam Morse.	
Approval of September 22, 2022	Motion: approve as written.	Motion: Rebecca 2nds: Mimi 6 in favor – 0 opposed – 0 abstains
Old Business:		
<ol style="list-style-type: none"> ECE Elementary Educator Pathway relationship – shifting ECE from CTE to LDC (left at Retreat that Rebecca would conduct research on what other colleges classify ECE under) Intent of Library check-off on Submission Form – changing LLC perspective 	<ol style="list-style-type: none"> Rebecca shared that it is going well and work is currently being done and asked to move to October 20, 2022 meeting. To be continued when Tori returns. Susan & others shares what is coming to the curriculum table in 22-23 <ul style="list-style-type: none"> Revisions to the Construction AAS, as well as the possibility of 2 new, 1 year certificates 	

<p>3. Outlook for 2022-23 Curriculum Activity</p>	<ul style="list-style-type: none"> • Credit for Prior Learning New Course Submissions • Common Course Numbering discussions • A complete re-haul of the MA Program 	
<p>New Business:</p>		
<p>Recording CC meetings</p>	<p>Question: Would the curriculum committee members like or feel comfortable recording the meeting?</p> <ul style="list-style-type: none"> • Concern if voting will be affected due to the possibility members don't want to be on the record for saying how they voted. • If and where these videos would live, Online? Shared drive? • It was brought up that it would be nice to have these videos available if someone was gone or to look back to reference how something was actually being discussed. <p>It was agreed on to record the meetings for internal purposes, as a look back or reference. They will not be posted online but will be stored by Sara, and can be requested anytime by a CC member.</p> <p><i>**For reference, this meeting was not recorded, recording will start at the next meeting. -sw</i></p> <p>Motion: approve to record meetings for internal purposes, for a reference to look back on.</p>	<p>Motion: Rebecca 2nded: Emilie 7 in favor – 0 opposed – 0 abstained</p>
<p>1. Contact Hour Definitions – carryover from Retreat</p> <ul style="list-style-type: none"> ➤ What is Lecture, Lec/Lab, Lab ➤ What do the definitions of Contact Hours look like within the F2F, Zoom, Online and Hybrid classroom? 	<p>Susan shares an example of what happened when there is a lack of knowledge or confusion of contact hours with the committee.</p> <p>Discussion on contact hours</p> <ul style="list-style-type: none"> • Contact hours have to be met but was discussed that it seems to be a college wide problem with confusion of contact hours. • The understanding of Contact Hours ranges from department to department because of the courses being taught; Lec, Lec/Lab, Lab <p>How to share and educate faculty about the information of Contact Hours:</p> <ul style="list-style-type: none"> • Leigh's Professional Development • Videos 	

	<ul style="list-style-type: none"> • A table or chart conversion break down of contact hours <p>A good question to ask faculty as well; do you know what contact hours are & how do you come up with enough work to cover those hours for an online course.</p> <p>*Table discussion to a further date so Tori weigh in from the library end. Pam will also share & ask the department of chairs committee as well for new input.</p>	
<p>2. Credit for Prior Learning (CPL)</p>	<p>Rebecca shares what Credit for Prior Learning (CPL) is and what work is being done with it.</p> <p>CPL is to help students that have life experience with some areas of study or work experience. Be able to get credit for the previous work or knowledge they have.</p> <ul style="list-style-type: none"> • CGCC's CPL taskforce has looked over and identified over 60 courses that CGCC offers or past offered that students could get CPL for. • There will be some courses created to help students have more opportunities to get credit for transfers. <ul style="list-style-type: none"> ➤ Some of these courses could be actually offered. <p>There was concern/question about how the cc would feel about having courses on our books and in the catalog that we don't actually teach but are giving students credit for.</p> <p>Rebecca shares information about the Clep? test to measure students' knowledge in a certain subject. Subjects or areas that a Clep? test can't be used students will take a portfolio course.</p> <p>A Portfolio course will be created to take the place of the test to help measure if students meet the learning outcomes of a course. The course will work with students to build a portfolio to show to a panel that approve or not approve credit.</p> <ul style="list-style-type: none"> ➤ Clarification that the needs to be the right people with knowledge of potential skill to approve students work, to reward with credit. 	
<p>Meeting Adjourned: 4:57pm</p>	<p>Andrea motioned to end the meeting Stephen seconded, all in favor. Meeting ended at 4:57pm.</p>	<p>Next Meeting: October 20, 2022</p>