

TCC Curriculum Committee Minutes

Date: Thursday, April 18, 2019

Time: 2:00 PM

Location: Chesapeake Campus, Student Center, Big Otter Room

Present: Eric Beaver, Sam Duncan, Joseph Fairchild, John Gallo, Michael Mitchell, Olivia Reinauer, Adriel Robinson, Vickie Rogers, Jenefer Snyder, Linda Williams

Ex officio: Rhonda D'Amore, Mary Gable

Guests: Jason Ambrose (via phone), Nancy Prather-Johnson, Ellyn Hodgins, Tom Calogrides

- I. Call to order: **2:05 pm**
- II. Corrections and approval of the minutes from February 21, 2019 meeting
Motion to approve February minutes as presented. Motion passed unanimously.
- III. Discussion of Committee Charge #2: *Inform the college's academic plan through reviewing current program data against labor market needs, job and gainful employment potential, to include transfer potential, and competition analyses.* **The Committee unanimously agreed to decline the provisional acceptance of this charge on the basis that the resources necessary to complete this task are not readily available to the committee members. In addition, the time required to ascertain the sustainability of each plan in the college's catalog would diminish the time required by the committee members to accomplish the thorough review of all newly proposed curriculum that presents for each meeting.**

Discussion of ByLaw Change: Amend responsibilities of the Vice Chair to include: *Serve as the "permanent alternate representative" of the Curriculum Committee Chair at President's Advisory Planning Council (PAPC).* **The Committee unanimously agreed to the amendment of the ByLaws to include a revision to the Vice Chair responsibilities as a representative for the committee chair in attendance of the PAPC meetings. The Committee Chair will appeal to the PAPC for the ByLaw amendment.**

Discussion of Variable Credit Programs: Recent program revision proposals where the total **minimum** credits were not identified raised a question as to whether or not these should be clearly identified in the program guide. This determination has been defined by the Academic Affairs Office and will be enforced in SIS.

- IV. Action Items/Guest Speakers
 - Election of Officers for 2019-2020
Nominations for the positions of Chair, Vice-Chair and Recorder were held. The committee members present nominated Linda Williams as the Chair for another term. Diane Graham was nominated as Vice-Chair. No nominations presented for Recorder so this position will be re-visited at the September 2019 meeting. The nominations for Chair and Vice-Chair were approved.
 - Jason Ambrose (via telephone)

TCC Curriculum Committee Minutes

BIO 145 – Human Anatomy and Physiology for the Health Sciences (New Course Proposal)

Motion to recommend approval for the addition of BIO 145 to the TCC Course Catalog as an option for the BIO 141/BIO 142 requirement in the EMS program with future possibility of use in other Health Sciences programs, as applicable. Motion passed unanimously.

- Nancy Prather-Johnson

AAS in Management (Small Business Management and Entrepreneurship)
(Proposal for AAS Specialization Revision)

Motion to recommend approval for the AAS in Management *Specialization: Small Business Management and Entrepreneurship* revision request as presented (replacement of BUS/FIN/MKT elective with BUS 116 approved elective). Motion passed unanimously.

AS in Business Administration (Proposal for AS Revision)

Motion to recommend approval for the AS in Business Administration revision request as presented (removal of the HLT/PED Elective reducing total credits from 61 to 60). Motion passed unanimously.

BUS 265 – Ethical Issues in Management (Course Outline Revision Request)

Motion to recommend approval for the revision of BUS 265 Course Learning Outcomes to reflect current standards for the course. Motion passed unanimously with minor revisions to course outline.

MKT 281 – Principles of Internet Marketing (New Course Proposal)

Motion to recommend approval for the addition of MKT 281 to the TCC Course Catalog as a required course for the newly proposed AAS in Marketing *Specialization: Digital Marketing*. Motion passed unanimously.

AAS in Management (Digital Marketing) (Proposal for new AAS Specialization)

Motion to decline approval for the AAS in Management *Specialization: Digital Marketing* request as presented. Recommend an investigation into current industry credentials required in this field and transferability to 4-year colleges with the possibility of introducing a new CSC in Digital Marketing with a future AAS in Marketing as the parent instead of the AAS in Management proposition. Motion passed unanimously.

- Ellyn Hodgis/Tom Calogrides

CSC in Magnetic Resonance Imaging (MRI) (Proposal for new CSC)

Motion to recommend approval for the new CSC in Magnetic Resonance Imaging (MRI). Motion passed unanimously.

RAD 248 – Case Studies in Magnetic Resonance Imaging (MR) (New Course Proposal)

Motion to recommend approval for the addition of RAD 248 to the TCC Course Catalog as a required course for the newly proposed CSC in Magnetic Resonance Imaging (MRI). Motion passed unanimously.

TCC Curriculum Committee Minutes

- V. Next meeting June 20, 2019 – Chesapeake Campus Student Center (Big Otter Room) or possible virtual meeting to accommodate summer schedule for faculty members on committee.

- VI. Adjournment 4:33 pm