

MEMORANDUM: 2014-2015 End of Year Report to Executive Staff Member

To: Daniel DeMarte, Vice President for Academic Affairs and CAO
From: Thomas Stout, Curriculum Committee chair
Date: May 15, 2015
Subject: Governance Committee End of Year Report 2014-2015

Charge:

1. Ensure *Curriculum Procedures Handbook* contains current information and any revisions to the handbook be effectively communicated to the TCC community.
2. Provide a sub-committee that will define all of the General Education core courses available for use.

Goals/Planned Actions/Approved Motions:

The committee held meetings in September, October and November with a Quorum for each meeting. The Bylaw changes recommended in the spring of 2014 were approved by the President's Advisory and Planning Counsel. Elections were held in September IAW the Bylaws with Mr. Thomas Stout being reelected to Chair, Dr. Calvin Scheidt was elected as Co-chair and Miss Maura Lansing as recorder. Training was held in September for the committee by Dr. Kellie Sorey and Thomas Stout for new and continuing members.

- a. Adopted Curriculum Procedure Handbook for 14/15
- b. Subcommittee convened for General Education Electives for 2015/16
- c. Advance Standing policy was Recommended
- d. Approved Transfer Electives Recommended
- e. TCC by Degree Program Change for 13 Degree programs Recommended
- f. Adopted Curriculum Procedure Handbook for 15/16
- g. New AAS in Diesel Recommended.
- h. AS History Specialization Not Recommended.
- i. AAS Revisions in Interior Design and Automotive Technology, Both Recommended
- j. New Career Studies Certificate in Veterinary Assistant Recommended
- k. New Career Studies Certificate in Computer Numerical Controls Operator Recommended

- l. Name Change Request for AAS in Administration of Justice to Criminal Justice Recommended
- m. Curriculum Discontinuance for CSC Retail Management Inspections/Lab Technology, Ceramics, Special Education/Developmental Disabilities Specialist, Financial Services, Technical Theatre and Performance Theatre were Recommended.
- n. Curriculum Discontinuance for CSC Customer Service and Sales was not Recommend for discontinuances and will be explored for possible revision.
- o. Revisions to eight Career Studies Certificates in Diesel Engine Technician, Marine Diesel Technician, Medium/Heavy Truce Service Technician, Personal Training, Electrical Wiring for Technicians, Theatre Arts and Fitness and Kitchen and Bath Design all Recommended.
- p. Forty-three Official Course Outlines were Recommended.
- q. Nine Requisite changes were Recommended.

The committee had a very productive year and has received recommended membership changes for the 2015/16 academic year.