

TCC Curriculum Committee Minutes

Date: Thursday April 20, 2017

Location: Virginia Beach Campus, Advanced Technology Center, Room H208

Attendance

Present: Eric Beaver, Diana Branton, Jennifer Dixon-McKnight, Joseph Fairchild, Mary Gable, Kelly Gillerlain, Alex Harrington, Reneé Hosang-Alleyne, Maura Lansing, Michael Mitchell, Larry Nobles, Maura Spreen, Sarah Stevenson, Jeannie Taylor, and David Warren

Absent: Jason Ambrose, Teresa Dees, Jack Hollinger, Jeannetta Hollins, Jennifer Hopkins, Jenefer Snyder, Nicole Walker, and Tom Williams

Ex Officio: Rhonda D'Amore and Greg Frank

I. Call to order 2:09

II. Corrections and approval of the minutes from March, 2017 **Motion to accept proposed meeting minutes passed unanimously.**

III. PAPC Report

A standing governance committee for promotions and multi-year appointments was suggested. The curriculum committee voted to approve this.

IV. Guest Speakers:

Phyllis Eaton and Rita Bouchard

- CSC in Nurse Aide – New Curriculum Proposal
- HCT 101 – Healthcare Technician I – Official Course Outline
- HCT 102 – Healthcare Technician II – Official Course Outline
- HCT 102 – Healthcare Technician II – Faculty Requisite Proposal

Motion to recommend approval of the New Curriculum Proposal for the Career Studies Certificate for Nurse Aide; Official Course Outlines for HCT 101 (Healthcare Technician I) and HCT 102 (Healthcare Technician II); and the Faculty Requisite Proposal for HCT 102 (Healthcare Technician II) as amended. Motion passed unanimously.

V. Action/Information Items

- Membership Report – Jeannie Taylor
Requests have been made and most vacancies have been filled for next year's members. There was a suggested change in the by-laws to remove the member position for engineering technology and combine it with industrial technology.
- There was also a discussion on two of the committee's charges for this year:
 1. **Recommend curriculum development training for faculty (full-time and adjunct) and new members to the Curriculum Committee:** Annual training for new Curriculum Committee members already exists at the beginning of each academic year. The committee voted to recommend a yearly session of training either on Professional Development Day and/or at the Learning Institute for faculty members who have plans to present proposals during the following academic year.

2. **Determine the committee's role in advancing Guided Pathways:** The Curriculum Committee will support the development and implementation of Guided Pathways.

- Election of Officers for the 2017-2018 Term

Mary Gable (Chair)

Jennifer Dixon-McKnight (Vice Chair)

Alex Harrington (Recorder)

VI. Next meeting: June 15, 2017 – Virginia Beach Campus, Joint-Use Library, Room L102, 2:00 PM

VII. Adjournment 3:44

Submitted by Maura Lansing