



## AGENDA & NOTES

Name of Committee or Team: **Curriculum Committee**

- **Committee Members Present via WebEx:** Ian Leighton, Jodi Wiley, Mieko Philips, Rafeeq McGiveron, Jon Ten Brink, Ami Ewald, Tamara McDiarmid, Tracy Nothnagel, Eric Bennett, Courtney Geisel, Heather Bunce, Michael Pemberton, Dan Rafail, Mark Kelland
- **Resource Members Present via WebEx:** Laurie Kinne, Mary Ellen Laatsch
- **Guest:** N/A
- **Scribe:** Mary Ellen Laatsch

Date: March 16, 2022

Time: 2:30-3:11

Room: WebEx

Agenda Item	Tentative Time	Discussion	Next Steps
Approval of the March 16, 2022 Agenda	2:30-2:35	•	Approved
Approval of amended minutes from CC meeting on March 2, 2022 <i>(All)</i>	2:35-2:40	•	Approved
Approval of CC consent agenda <i>(All)</i> <b>Course Expedited Revisions Approved by Director of Assessment and CC Reviewed:</b> <ul style="list-style-type: none"> <li>• <i>n/a</i></li> </ul>	2:40	n/a	• n/a
CC + CASL Work Group Update (Tami M.)	2:40-2:45	• Tami hoping to contact Karen and have an update by the next meeting.	
CC & Degree Works Update (Zachary Foster)	2:45-2:55	•	Zach not present, no update.

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<p>5-Star Ticket / Curriculum Committee Webpage Update:</p> <p>5-Star Ticket Process for Gen Ed/MTA Submission Update</p> <p>Update to CC Review Process (Penny T)</p>	<p>2:55-3:05</p>	<ul style="list-style-type: none"> <li>• Update of Reports to Senate</li>   <li>• 5-Star Ticket is live for Gen Ed Process for Fall 2022  <a href="https://5starservicecenter.lcc.edu/TDClient/41/Portal/Requests/ServiceDet?ID=159">https://5starservicecenter.lcc.edu/TDClient/41/Portal/Requests/ServiceDet?ID=159</a></li> <li>• Rafeeq to speak to Academic Senate on April 22<sup>nd</sup></li> <li>• Communications will be included in the Operations email and The Star the weeks of April 25, 2022; July 11, 2022; August 15, 2022, and September 12, 2022, along with request to include in Division weekly/bi-weekly newsletters.</li>   <li>• Flowcharts Updated – see attached</li> <li>• Provost further requested to update New Program of Study flow chart with the review by Market Analysis” be completed prior to being reviewed at Provost Cabinet</li> </ul> <p>Should there be separate flow charts for pathways (degrees and certificates) and new courses? New courses don’t need a market analysis. Maybe it should be a different flow chart.</p> <p>Also, why does it indicate that new courses go to Zach before they get to the divisional CIMT rep? It is just for the prereqs where there is a course prereq not on the pathway.</p> <p>Tami explained that Zach wanted to be in the loop on the front end, not to slow it down. Will he part of the 5-Star process? Rafeeq said it is fine for him to be advised but not part of the approval process. He is not part of the sign-off at all. The flow chart would need to be updated. Just a reminder that those prereq course changes are all on the Course Revisions document. Zach would receive that information through these meetings and has access to that report through the CIMT workspace.</p>	

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<p>HUMS 140, HUMS 215, and PHYS 200 – Transferability standards Update (Mary Ellen/Rafeeq)</p>	<p>3:05-3:35</p>	<p>Update:  <i>Notes from 3/2/22:</i></p> <ul style="list-style-type: none"> <li>• <i>Transferability for these three courses does not meet our MTA requirement of direct/equivalent transfer to a minimum of four of our Top 7 Public Transfer Partners.</i></li> <li>• <i>Rafeeq and Mary Ellen requested Cheryl to check with those non-accepted schools. If not reaching the minimum four, they will need to be removed from MTA site.</i></li> <li>• <i>Zachary Foster says if removed from MTA, these courses can count for students following a program pathway of Fall 21 or earlier. Most likely we will count these courses even if taken after removal from the list, until the particular program’s expiry. For programs of Fall 2022 forward they would not be an option.</i></li> <li>• <i>Rafeeq would like to AA to talk about a minimum to qualify. Rather than current direct transfer/equivalent transfer to 4 of our Top 7 Public Transfer Partners, what if we made it 5 of our Top 9 (any) Transfer Partners? Or maybe either one or the other? (A couple non-public schools actually take more of our transfer students than some of the public schools.) Rafeeq will get updated transfer data from Holly Locke.</i></li> <li>• <i>Looking to put in place for Fall 2023. Rafeeq to work on this summer and reach out to schools</i></li> <li>• <i>Eric: Gen Ed by the year, going back to it?</i></li> <li>• <i>Rafeeq, no not back to version Gen Ed, pain. Play it with Degree Works. If something is off the MTA list, it’s visually gone off webpage, and does not appear as an option. Zack in Degree Works can allow the courses for students from an older pathway, even when they are removed from the MTA webpage.</i></li> <li>• <i>Will further advise upon information is received from the non-transferable schools regarding status.</i></li> <li>• <i>AS/AA electives, will check transferability for all non-MTA courses. Then AA will figure out what will be the minimum for criteria. This AA/AS Electives research will come before MTA research.</i></li> <li>• <i>MTA possible removals, look at a curriculum—if a required course is removed, make sure the program pathway still has courses needed to complete MTA.</i></li> </ul> <p>So far, the courses don’t transfer well. Rafeeq anticipates that the courses will not meet the current requirements of transferring to at</p>	<p>Gather more information from top 7 schools and return to CC for update.</p>

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		<p>least 4 of the top 7 transfer institutions. Because we don't have all of the responses yet, will hold off for a couple more weeks. If we don't receive the responses by then, we will need to make a decision.</p> <p>Any changes will be effective for Fall 2022. Students following a pathway prior to 2022, the courses are acceptable for MTA. Students following a 2022 or later guide, the courses would not apply. There will be exceptions for students who took one of those courses prior to Fall 2022 but for whatever reason are following a 2022 or later guide.</p> <p>Eric suggested that we include an announcement on the Gen Ed page with a note explaining the change to the students.</p> <p>Criteria for inclusion on MTA:  Any change will be effective for Fall 2023, not Fall 2022.  Currently, the criteria includes that the course must transfer to at least 4 of the top 7 transfer institutions. That mirrors what we did for MACRAO.  Rafeeq suggested a wider criteria to include some public schools but then pulled transfer data which he distributed prior to the meeting. The transfer data from Spring 2017 to Spring 2022 reflects all students including those that have only taken a course or two at LCC.  There has been a shift in our top 7 based on that data with UofM Ann Arbor now appearing on the list, and Davenport being the only private transfer school in the top 9. There is time to think about this and determine if we should adjust the criteria for Fall 2023.</p>	
<b>Items for Review</b>			
<b>New Courses:</b> <ul style="list-style-type: none"> <li>• n/a</li> </ul>	3:35	<ul style="list-style-type: none"> <li>• n/a</li> </ul>	n/a
<b>Course Revisions:</b> <ul style="list-style-type: none"> <li>• n/a</li> </ul>	3:35	<ul style="list-style-type: none"> <li>• n/a</li> </ul>	n/a

Agenda Item	Tentative Time	Discussion	Next Steps
<b>New Programs/Pathways:</b> • n/a	3:35	• n/a	n/a
<b>Program of Study Discontinuation:</b> • n/a	3:35	• n/a	n/a
<b>General Ed-Applied / MTA Course Proposal</b> • n/a	3:35	• n/a	n/a
<b>CIMT Course Revisions:</b> • MGMT 345 (Any courses on CIMT Course Revision .pdf document that are highlighted in green are pending cc course reviews and are NOT listed here.)	3:35-3:45	• MGMT 345: Change F Sp; Course Sequencing	Approved w/o objection
<b>Agenda Items for Future Meeting:</b>  <b>Next Meeting:</b> April 6, 2022	3:45-4:30	Tami will ask Penny if she can be set up as co-host for these meetings.  • Outcome of the course transferability check on HUMS 140, HUMS 215, and PHYS 200. • CC + CASL Work Group Update	

Meeting adjourned

**WebEx Chat Information:**

from Mary Laatsch to everyone: 2:47 PM

Those updates are all on the Course Revisions document. He would receive that information through these meetings.

from Rafeeq McGiveron to everyone: 3:03 PM

<https://www.macrao.org/mta-signatory-institutions>

from Mary Laatsch to everyone: 3:06 PM

I am having some trouble. I am not muted. But I told Rafeeq that if we need to wait, I would rather wait and get it correct than repost.

**Polling Results:**

N/A