

TCC CURRICULUM COMMITTEE Minutes

Date: Thursday, November 18, 2021

Time: 2:00pm -5:00pm

Location: Virtual Meeting via Zoom

The meeting was called to order at 2:00 pm. A quorum of the voting members was present at the meeting.

1. The October minutes will be corrected and approved at the January meeting.

In Attendance

Kim Bovee (D), Kevin Brady (C), Diana Branton (B), Rick Dyer (C), Joe Fairchild (B), Mary Gable (B), Brittany Horn (B), David Howell (RAC), Michael Mitchell (C), Tiffany Putman (B), Beno Rubin (C), Tom Siegmund, Chair (VAC), Jasmine Silvera (N), Kellie Sorey (N), Ivory Warren (N), Linda S. Williams (C)

Guest Speaker

Jenefer Snyder (P)

Information Items:

1. Kellie Sorey
 - a. The discontinuance of the Theatre Arts specialization was reported in the recent Curricular Matters.
 - b. The Committee should be aware that program name changes are being handled differently by SCHEV now and may have more implications than in the past.

Action Items:

1. Subcommittees reported on progress.
 - a. PLA Committee – Tom and Ivory will be requesting a session at the January Learning Institute to increase faculty awareness about this issue. They will develop an informational document to share as well. Tom Stout is being consulted since he has established procedures for his programs.
 - b. DEI and SJ Committee – Brittany Horn reported on her attendance at the November Instruction Committee to being discussions on collaborating to revise general education rubrics per our shared charge to help meet the requirements of the One Virginia Plan. Tom will apply for a session at the Learning Institute to have a session provided by IC and CC.
 - c. Bylaws Committee – Linda prioritized the membership section of the bylaws and has begun an evidence-based approach to discipline, campus, and Pathway representation is equitably distributed. She presented an initial look at the numbers of programs by Pathway and will continue by looking at the number of faculty, courses, and students enrolled. Kellie or Jenefer will send her data on enrollment numbers by Pathway. Edits to the bylaws should be finalized at the January meeting.

Presentations and Proposals:

1. Jennifer Ferguson's proposed eliminating HLT 138 as a requisite for DIT 121. HLT 138 was only taught be adjuncts and served as an unnecessary barrier for students. Research shows few if any VCCS institutions require it.
A motion to recommend the proposal for approval passed unanimously.
2. Richard Dyer's proposed modifying the CSC Basic Metal and Machine Operator program by changing the name to Basic Machining Skills, thereby aligning it with industry standards.
A motion to recommend approval of the name change was passed pending approval by the advisory board passed unanimously.
3. Dyer and Beno Rubin requested the reactivation of MAC 181 Machine Blueprint Reading I to replace CAD 160 Machine Blueprint Reading to ensure skills are taught in MAC that aren't taught in CAD and to improve

scheduling processes. The change has been vetted by the advisory board and is in the common course database.

A motion to recommend approval passed unanimously.

Meeting was adjourned at 3:06 pm.

The next meeting of the Committee will be January 20, 2022, and will be conducted via Zoom.

Brittany Horn