

## TCC CURRICULUM COMMITTEE Minutes

**Date:** Thursday, October 20, 2022

**Time:** 2:00pm -5:00pm

**Location:** Virtual Meeting via Zoom

**The meeting was called to order at 2:055 pm. A quorum of the voting members was present.**

September minutes were approved.

### In Attendance

Jordan Barnes (N), Kim Bovee (D), Mary Gable (B), Becky Greene (D), Jennifer Hopkins (C), Brittany Horn (B), Carolyn Phillips (N), Tom Siegmund (VAC), Jasmine Silvera (D), Randy Sturgill (RAC), Ivory Warren (N)

Guests: Denise Bieszczad, Cynthia Bird, Jennifer Briggs, Sergei Dolgalev, Jennifer Ferguson, Nancy Prather-Johnson

### Information Items:

1. Becky Greene
  - a. Charges – Dr. Woodhouse has not yet issued charges for this Committee.
  - b. Curriculum Handbook – Changes for 22-23 are as follows:
    - i. Updated policy as required from the VCCS (CSC Title Change/CIP Code/Degree Designation)
    - ii. Removed language regarding “Plan of Study” and “General Education Certificate” (section 2.3)
    - iii. Added section 4.01 “Proposal for Revising a Local Course Prerequisite/Co-requisite”
    - iv. Updated AVP approval in all procedures modifying a course or program to read “Academic Affairs Leadership approval”
    - v. Revised dates to reflect 2022-2023 academic year

Motion to approve revisions to the 2022-2023 Curriculum Handbook passed unanimously.

### Action Items:

1. Review of Membership Roster – Updates were made for accuracy. Inform Tom of other changes needed. Dr. Summers will follow up with deans to procure members to fill vacant seats.
2. Nomination/Vote for Chair – Tom is willing to continue on a month-to-month basis, but the Committee still needs a chair.
3. Terms of Service – Review the membership roster for accuracy of dates and terms of service.

### Presentations and Proposals:

1. RTH Revised Curriculum - Denise Bieszczad presented a proposal to reorganize the RTH program’s curriculum to condense the 6-semester program to 5 semesters. This change is partly due to the adoption of the Health Sciences certificate and the designation of the pre-admission semester.

Motion to recommend for approval the revised RTH curriculum passed unanimously.

2. RTH Pre-requisites – Denise Bieszczad presented a proposal to identify PSY 230 and PHI 220 as approved electives for students requiring full-time enrollment during two semesters of the program. These electives are in addition to the two electives required in the pre-admission semester, and students who do not need full-time status can submit a substitution for the courses they have previously taken.

Motion to recommend for approval the addition of PSY 230 and PHI 220 to the RTH curriculum passed unanimously.

3. IDS 106 Pre-requisite – Jennifer Hopkins presented the proposal to add IDS 105 as a pre-requisite to IDS 106 to improve student success with changes to go into effect Spring 2023.

Motion to recommend for approval IDS 105 as a pre-requisite for IDS 106 passed unanimously.

4. CAD 211 and 212 Pre-requisite changes – Sergei Dolgalev presented a proposal to make the following changes which will provide more opportunities for students to complete the courses in the necessary order with fewer scheduling restrictions:
  - a. CAD 211 pre-requisites: CAD 151 (instead of CAD 152) and CAD 201
  - b. CAD 212 pre-requisites: CAD 151 (instead of CAD 202) and CAD 201

Motion to recommend for approval the update4s to the pre-requisites for both courses for Spring 2023 passed unanimously.

5. CSC in Government Accounting – Cynthia Bird presented the proposal for a new certificate program to meet the requirements of the GS 0510 Accountant Series, required for career promotions for government employees. 24 semester hours of study are required for the series, and faculty worked with the advisory board to select existing courses to offer. The CSC will be a 26-credit, four semester program.

Motion to recommend approval of the new CSC in Government Accounting passed unanimously.

**Meeting adjourned at 3:03 pm.**

**The next meeting of the Committee will be November 17, 2022, 2:00-5:00, via Zoom.**

**Brittany Horn**