

TCC Curriculum Committee Minutes

Date: September 25, 2014

Time: 12:00 p.m.

Location: Chesapeake Campus, Room 2057

Attendance

Present: Kevin Brady, Diana Branton, Forrest Crock, Kimberly Curry-Lourenco, Susan Dozier, Greg Frank, Jessica Gorber, Phyllis Gowdy, Alison Harwell, Jeannetta Hollins, Jennifer Hopkins, Robert House, David Kiracofe, Maura Lansing, Larry Nobles, Jim Perkinson, Cal Scheidt, Thomas Stout, Jeannie Taylor, David Warren, Linda Williams, Tiffani Wright

Absent: Barbara Murray, Cheryl Nabati

Ex Officio: Rhonda D'Amore, Kellie Sorey

I. **Working Lunch** and training session begins at 12:00 p.m.

A. **Curriculum Procedures Handbook (Proposed Revision)**

Kellie Sorey presented revisions to the Curriculum Procedures Handbook to include an update of the required dates for submission of course and program proposals. Discussion regarding the requirement for ENG 111 to appear in the first semester in each degree program (under *Written and Oral Communication*-pg. 13) led to the question of this same rule applying to the degrees that fall under Career and Technical Programs. Sorey will provide a revision to the *Handbook* depicting the English course in semester one to be "advisable" and not "required" in semester one of the Applied Arts and Applied Science programs.

B. **Committee Charges**

Dr. DeMarte addressed the committee with the following charges:

1. Ensure *Curriculum Procedures Handbook* contains current information and any changes 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.
 - a. At the request of Dr. DeMarte, the following committee members volunteered to participate on the Gen Ed sub-committee to review and make recommendations regarding all General Education Core courses currently offered: Forrest Crock, Alison Harwell, Jeannetta Hollins, David Kiracofe, Tiffani Wright, and Academic Deans Kerri Ragno and Joseph Fairchild who will assist the sub-committee with their counsel.

II. **Call to Order** by Thomas Stout at 1:50 p.m.

III. **Introductions** led by Thomas Stout.

IV. **Election of Officers for 2014-2015**

Motion to accept nomination of Thomas Stout for Chair passed unanimously.

Motion to accept nomination of Cal Scheidt for Vice-Chair passed unanimously.

Motion to accept nomination of Maura Lansing for Recorder passed unanimously.

V. **Corrections and approval of the minutes of the June 2014 meeting.**

Motion to accept proposed meeting minutes passed unanimously.

VI. **Reports**

PAPC – Thomas Stout reported that the PAPC is scheduled to meet on October 3rd. It is anticipated that the revised Curriculum Committee By-Laws be presented at that meeting.

VII. Guest Speakers

- A. Jennifer Hopkins/Jim Perkinson
Associate of Applied Science in Interior Design (Proposal for revision to A.A.S. degree)
Career Studies Certificate: Kitchen and Bath Design (Proposal for revision to Career Studies Certificate)

**Motion to recommend approval for both proposals to revise and align curriculum at the suggestion of the Interior Design Program Advisory Committee as amended.
Motion passed unanimously.**

IDS 1XX – Introduction to Kitchen and Bath Design Systems (Official Course Outline)

Motion to recommend approval of new IDS course proposal. Motion passed unanimously.

- B. Bill Paquette
AS in Social Sciences: Specialization - History (New A.S. Proposal)
Motion to table committee recommendation for new Specialization in History pending outcome of TCC history faculty, academic deans (transfer), and counselors advisement in the process of preparation for submission to VCCS/SCEV. Motion passed unanimously.

- C. Kellie Sorey (on behalf of Carolyn McLellan)
LGL 221 – E-Practice (Official Course Outline)
LGL 221 – E-Practice (Faculty Requisite Proposal)
Motion to recommend approval to add LGL 221 to the TCC catalog and faculty requisite proposal as amended. Motion passed unanimously.

- D. Maura Lansing/Joseph Fairchild
PED 152 – Basketball (Official Course Outline)
Motion to recommend approval to add PED 152 to the TCC catalog. Motion passed unanimously.

- E. Anthony Passaro/Joseph Fairchild
ADJ 247 – Criminal Behavior (Official Course Outline)
Motion to recommend approval to add ADJ 247 to the TCC catalog as amended. Motion passed unanimously.

- F. Wayne Robertson/ Bobby Rowe/Beno Rubin
Associate of Applied Science in Diesel Technology (Proposal for new A.A.S. degree)
Motion to recommend approval for new A.A.S. in Diesel Technology as amended. Motion passed unanimously.

AUT 1XX – Automotive Engine Diagnostics (Official Course Outline)

AUT 1XX – Basic Automotive Electrical Diagnostics (Official Course Outline)

AUT 1XX – Automotive Braking Systems Diagnostics (Official Course Outline)

AUT 1XX – Automotive Steering and Suspension Systems Diagnostics (Official Course Outline)

AUT 1XX – Basic Automotive Engine Performance Diagnostics (Official Course Outline)

AUT 2XX – Advanced Automotive Engine Performance Diagnostics (Official Course Outline)

AUT 2XX – Advanced Automotive Electrical Diagnostics (Official Course Outline)

Motion to recommend approval of new AUT course proposals as amended. Motion passed unanimously.

VIII. Informational Items

Kellie Sorey announced that effective with the Summer 2015 term the Career Studies Certificate in Network Security (221.732.09) will be retitled to Cyber Security in order better align the program title with the terminology used among universities. This title change will have no effect on the curriculum, which will remain the same.

IX. Next Meeting: Thursday, October 16, 2014, from 2:00 p.m. until 5:00 p.m., at the Regional Automotive Center in Chesapeake.

X. Adjournment – 5:13 p.m.

Submitted by Rhonda D'Amore