AGENDA & NOTES			
Name of Committee or Team: Curriculum Committee			
• **Committee Members Present via WebEx**: Courtney Geisel, Eric Bennett, Ian Leighton, Jodi Wiley, Jon Ten Brink, Michael Pemberton, Mieko Philips, Rafeeq McGiveron, Tracy Nothnagel, Heather Bunce • **Resource Members Present via WebEx:** Betsy Raleigh, Kelly Ellis, Laurie Kinne, Mary Ellen Laatsch • **Guest:** Jason Mitchell, Cheryl Garayta, Dennis Pipper • **Scribe**: Penny Tucker			
Date: March 2, 2022	Time: 2:30-4:30 PM		Room: WebEx

Agenda Item	Tentative Time	Discussion	Next Steps
Approval of the March 2, 2022 Agenda	~~2:30-2:35~~ 2:32-2:33	• Add Update to CC Review process discussion • New Program of Study Proposal for Cybersecurity Advanced (CC) – withdrawn by Program for further review • Objections: None • Approved	APPROVED
Approval of amended minutes from CC meeting on February 16, 2022 *(All)*	~~2:35-2:40~~ 2:33-2:33	• OBJECTIONS: NONE • APPROVED	APPROVED
Approval of CC consent agenda *(All)* ***Course Expedited Revisions Approved by Director of Assessment and CC Reviewed:*** • *n/a*	~~2:40~~ 2:33	n/a	• n/a
CC + CASL Work Group Update (Tami M.)	~~2:40-2:45~~ 2:33	• None at this time as Tami not in attendance	Update at next meeting
CC & Degree Works Update (Zachary Foster)	~~2:45-2:55~~ 2:33	• Zachary not in attendance	Update at next meeting

Agenda Item	Tentative Time	Discussion	Next Steps
5-Star Ticket / Curriculum Committee Webpage Update: 5-Star Ticket Process for Gen Ed/MTA Submission Update	~~2:55-3:05~~ 2:34-2:38	• Gen Ed 5-star ticket created, review • Reviewed landing page information along with Ticket • New process will be provided with communication plan • Reviewed again the communication plan timeline • Objections: none • Approved	Proceed with approval of 5-star ticket.
HUMS 140, HUMS 215, and PHYS 200 – Transferability standards (Mary Ellen/Rafeeq)	~~3:05-3:15~~ 2:38-2:52	• 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. • 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. • 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. • 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. • Looking to put in place for Fall 2023. Rafeeq to work on this summer and reach out to schools • Eric: Gen Ed by the year, going back to it? • 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	Gather more information from top 7 schools and return to CC for update.

Agenda Item	Tentative Time	Discussion	Next Steps
		Works can allow the courses for students from an older pathway, even when they are removed from the MTA webpage. • Will further advise upon information is received from the non-transferable schools regarding status. • 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. • 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.	
Update to CC Review Process (Tami/Rafeeq)	~~3:15-3:25~~ 2:52-3:01	• When proposals for new courses, new programs of study, and revised courses received, they will be sent to Director of Assessment and CC-TRT group at the same time by request of Director of Assessment • This will help to eliminate at least 2 business days in process • Director of Assessment and TRT will be able to communicate about possible areas of concern prior to full CC meeting • Objections: none • Approved	Updated CC Flowchart will be completed. Update to SOP will be completed.
Items for Review			
New Courses: • CITC 282 – Ethical Hacking • CITC 285 – System Defense • CITC 287 – Cybersecurity Incident Response • CITC 290 – Cybersecurity Risk Management • CITO 100 – Cloud Foundations with AWS	3:25-3:45 3:01-3:57	CITC 282: • All corrections made from TRT report by Program • Participation: concern about "attending all meetings" • Laurie K mentioned in syllabi about using "attendance", "attending" • Jon T mentioned about the two attendance participation; Mary Ellen stated a participation matter, not attendance. • Jason M., depends on the class type as to discussion boards participating or within the classroom	APPROVED WITH AMENDMENT: • CITC 282 – Ethical Hacking • CITC 285 – System Defense • CITC 287 – Cybersecurity

Agenda Item	Tentative Time	Discussion	Next Steps
• CITO 120 – Cloud Architecting with AWS		• First paragraph in Participation on Proposal amended with approval by Program to: A student is expected to participate in all sessions, whether online or face-to-face. If a student cannot participate in class due to illness or for extenuating circumstances, the student has the responsibility to notify the instructor. Even when the instructor is notified of the circumstances that does not relieve the student of the responsibility for completing all work in the course to the satisfaction of the instructor. If continued participation is not possible, it is the student's responsibility to drop the course within the dates and conditions defined in the schedule book to receive a withdrawal "W" rather than a "0" grade. • Jon moves to approve as amended, Michael seconds • POLL: 9 approvals, 0 nays, 0 abstain • Approved with amendments CITC 285: • All corrections made from TRT report by Program • Updated Participation language to same as in CITC 282 • Jon moves to approve as amended, Heather seconds • POLL: 9 approved, 0 nay 0 abstain • Approved with amendments CITC 287: • All corrections made from TRT report by Program • Updated Participation language to same as in CITC 282 • Heather moves to approve as amended, Jon seconds • POLL: 10 approved, 0 nay, 0 abstain • Approved with amendments CITC 290: • All corrections made from TRT report by Program • Updated Participation language to same as in CITC 282 • Rafeeq questions LOs #3: remove	Incident Response • CITC 290 – Cybersecurity Risk Management • CITO 100 – Cloud Foundations with AWS • CITO 120 – Cloud Architecting with AWS

Agenda Item	Tentative Time	Discussion	Next Steps
		• Jodi moves to approve as amended, Michael seconded • [POLL](): 8 approves, 0 nay, 0 abstain • Approved with amendments CITO 100: • Unselect the ENGL 098, ENGL 099 per Adam from Program on proposal • In Participation, remove Attendance is not required. • Jon moves to approve as amended, Jodi seconds • [POLL](): 8 approved, 0 nay, 0 abstain • Approved with amendments CITO 120: • Term Architecture is listed in virtualization world • In participation, remove Attendance is not required. • Heather moves to approve as amended, Ian seconded • [POLL](): 7 approved, 0 nay, 0 abstain • Approved with amendments	
Course Revisions: • STPR 145-Foundations Sterile Processing **Expedited Revised:** • THEA 171-Play Analysis	~~3:45-4:00~~ 3:57-4:03	STPR 145: • f/k/a CHSE 145-Sterile Processing Tech I • Transferability Information from Cheryl G: CHSE 145 transfers as an elective to other community colleges offering an Allied Health program. Since it is a required course in certificate • Program leading directly to employment, the low transferability should not be an issue. The course will transfer as part of a package through allied health articulation agreements (Ferris State, Siena Heights). • Ian moves to approve; Heather seconds • [POLL](): 5 approved, 0 nay, 0 abstain • Approved THEA 171: • Objection received by Mark Kelland, unsure if still pending	APPROVED: • STPR 145-Foundations Sterile Processing • THEA 171-Play Analysis

Agenda Item	Tentative Time	Discussion	Next Steps
		• Course completed a full course revision in late 2020-early 2021 • POLL: 5 approved, 1 nay, o abstain • Approved	
New Programs/Pathways: • World Language (AA) **First Review:** • Cybersecurity Foundations (CC) • ~~Cybersecurity Advanced (CC)~~ • Cybersecurity (AAS)	~~4:00-4:25~~ 4:03-4:36	World Language (AA) • Reactivating but with new curriculum code • Previously individual language degree, now all in one and enhanced into • Should title be plural "Languages"? Right now only two languages available (Japanese and Spanish). Remain singular because the student is required to complete only one language. • Mieko moves to approve, Ian seconds • POLL: 6 approved, 1 nay, 0 abstain • Approved Cybersecurity Foundations CC: • Previewing possible three semester for recommended sequences, can forward if requested • Updated and reviewed the three semester sequencing and updated proposal for semester fees updated • Remain with the CIP code provided by program for alignment purposes. • Heather moves to approve, Ian seconds • POLL: 7 approve, 0 nay, 0 abstain • Approved Cybersecurity AAS: • All TRT concerns addressed by Program • Tracy moves to approve, Ian seconds • POLL: 7 approved, 0 nay, 0 abstain • Approved	APPROVED: • World Language (AA) • Cybersecurity Foundations (CC) • Cybersecurity (AAS)
Program of Study Discontinuation: n/a	~~4:25~~ 4:36	n/a	n/a

Agenda Item	Tentative Time	Discussion	Next Steps
General Ed-Applied / **MTA Course Proposal** • n/a	~~4:25~~ 4:36	n/a	n/a
CIMT Course Revisions: • n/a (Any courses on CIMT Course Revision .pdf document that are <mark>highlighted in green</mark> are pending cc course reviews and are NOT listed here.)	~~4:25~~ 4:36	n/a	n/a
Agenda Items for Future Meeting: **Next Meeting:** March 16, 2022	~~4:25-4:30~~ 4:37	none	If any future items, email CC Chair, Vice-Chair, or Penny Tucker

Meeting adjourned at 4:37

WebEx Chat Information:

March 2, 2022   2:38 PM   from Jodi Wiley to everyone: so efficient!

March 2, 2022   2:42 PM   from Laurie Kinne to everyone: Have HUMS and PHYS been informed that these courses are being looked at and may possibly be removed from MTA?

March 2, 2022   2:42 PM   from Laurie Kinne to everyone: Dorothy would need to be involved too

March 2, 2022   2:58 PM   from Heather Bunce to everyone: sounds good to me

March 2, 2022   3:00 PM   from Jon Tenbrink to everyone: could it be an either/or 4 of 7 OR 5 of 9?

March 2, 2022   3:02 PM   from Rafeeq McGiveron to everyone: Ohhhh... I see now, Jon. Something to think of.

March 2, 2022   3:08 PM   from Michael Pemberton to everyone: I feel that an reference to attendance to participation.

March 2, 2022   3:56 PM   from Adam Richardson to everyone: Thank you everyone for all of your feedback, help, and work behind the scenes for the good of our students :) Bye!

March 2, 2022   4:02 PM   from Laurie Kinne to everyone: The 3 year timeline is for course description and learning outcomes.

March 2, 2022   4:05 PM   from Jon Tenbrink to everyone: Sorry, I need to run to my next. :-(

March 2, 2022   4:06 PM   from Tracy Nothnagel to everyone: Do we have quorom if I jump off? If not, I can jump back on mobile.

March 2, 2022   4:06 PM   from Eric Bennett to everyone: Can you move the front page down.

March 2, 2022   4:06 PM   from Eric Bennett to everyone: ?

March 2, 2022   4:06 PM   from Rafeeq McGiveron to everyone: Tracy, we have 8, so -1 would be under quorum... Is phone OK?

March 2, 2022   4:36 PM   from Jason Mitchell to everyone: Thank you everyone!

March 2, 2022   4:36 PM   from Jason Mitchell to everyone: Thank you Betsy!!!

March 2, 2022   4:37 PM   from Laurie Kinne to everyone: GREAT work, Betsy!

Polling Results:

Motion to approve new course CITC 282 with amendments?

    A.Approve   9/17 (53%)
    B.Nay   0/17 (0%)
    C.Abstain   0/17 (0%)
No Answer 8/17 (47%)

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                  A  B  C
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 Rafeeq McGiveron  |  |  |  |
 Courtney Geisel  | X |  |  |
 Kelly Ellis       |  |  |  |
 Betsy Raleigh     |  |  |  |
 Laurie Kinne      |  |  |  |
 Tracy Nothnagel  | X |  |  |
 Jon Tenbrink     | X |  |  |
 Mary Laatsch      |  |  |  |
 Heather Bunce    | X |  |  |
 Jason Mitchell    |  |  |  |
 Adam Richardson   |  |  |  |
 Ian Leighton     | X |  |  |
 Jodi Wiley       | X |  |  |
 Mieko Philips    | X |  |  |
 Michael Pemberton | X |  |  |
 Eric Bennett     | X |  |  |
 Cheryl Garayta    |  |  |  |
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Motion to approve new course CITC 285 as amended?

    A.Approve   9/18 (50%)
    B.Nay   0/18 (0%)
    C.Abstain   0/18 (0%)
No Answer 9/18 (50%)

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                  A  B  C
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 Rafeeq McGiveron  | X |  |  |
 Courtney Geisel   |  |  |  |
 Kelly Ellis       |  |  |  |
 Dennis Pipper     |  |  |  |
 Betsy Raleigh     |  |  |  |
 Laurie Kinne      |  |  |  |
 Tracy Nothnagel  | X |  |  |
 Jon Tenbrink     | X |  |  |
 Mary Laatsch      |  |  |  |
 Heather Bunce    | X |  |  |
 Jason Mitchell    |  |  |  |
 Adam Richardson   |  |  |  |
 Ian Leighton     | X |  |  |
 Jodi Wiley       | X |  |  |
 Mieko Philips    | X |  |  |
 Michael Pemberton | X |  |  |
 Eric Bennett     | X |  |  |
 Cheryl Garayta    |  |  |  |
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Motion to approve new course CITC 287 as amended?
    A.Approve   10/18 (56%)
    B.Nay   0/18 (0%)
    C.Abstain   0/18 (0%)
No Answer   8/18 (44%)

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                  A  B  C
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Rafeeq McGiveron   | X |   |   |
Courtney Geisel    | X |   |   |
Kelly Ellis        |   |   |   |
Dennis Pipper      |   |   |   |
Betsy Raleigh      |   |   |   |
Laurie Kinne       |   |   |   |
Tracy Nothnagel    | X |   |   |
Jon Tenbrink       | X |   |   |
Mary Laatsch       |   |   |   |
Heather Bunce      | X |   |   |
Jason Mitchell     |   |   |   |
Adam Richardson    |   |   |   |
Ian Leighton       | X |   |   |
Jodi Wiley         | X |   |   |
Mieko Philips      | X |   |   |
Michael Pemberton  | X |   |   |
Eric Bennett       | X |   |   |
Cheryl Garayta     |   |   |   |
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Motion to approve new course CITC 290 as amended?
    A.Approve   8/18 (44%)
    B.Nay   0/18 (0%)
    C.Abstain   0/18 (0%)
No Answer 10/18 (56%)

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                  A  B  C
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Rafeeq McGiveron   | X |   |   |
Courtney Geisel    |   |   |   |
Kelly Ellis        |   |   |   |
Dennis Pipper      |   |   |   |
Betsy Raleigh      |   |   |   |
Laurie Kinne       |   |   |   |
Tracy Nothnagel    | X |   |   |
Jon Tenbrink       | X |   |   |
Mary Laatsch       |   |   |   |
Heather Bunce      | X |   |   |
Jason Mitchell     |   |   |   |
Adam Richardson    |   |   |   |
Ian Leighton       | X |   |   |
Jodi Wiley         | X |   |   |
Mieko Philips      | X |   |   |
Michael Pemberton  | X |   |   |
Eric Bennett       |   |   |   |
Cheryl Garayta     |   |   |   |
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Motion to approve new course CITO 100 as amended?
    A.Approve   8/17 (47%)
    B.Nay   0/17 (0%)
    C.Abstain   0/17 (0%)
No Answer   9/17 (53%)

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                    A  B  C
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     Rafeeq McGiveron  |   |   |   |
     Kelly Ellis       |   |   |   |
     Dennis Pipper     |   |   |   |
     Betsy Raleigh     |   |   |   |
     Laurie Kinne      |   |   |   |
     Tracy Nothnagel   | X |   |   |
     Jon Tenbrink      | X |   |   |
     Mary Laatsch      |   |   |   |
     Heather Bunce     | X |   |   |
     Jason Mitchell    |   |   |   |
     Adam Richardson   |   |   |   |
     Ian Leighton      | X |   |   |
     Jodi Wiley        | X |   |   |
     Mieko Philips     | X |   |   |
     Michael Pemberton | X |   |   |
     Eric Bennett      | X |   |   |
     Cheryl Garayta    |   |   |   |
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Motion to approve new course CITO 120 as amended?
    A.Approve   7/17 (41%)
    B.Nay   0/17 (0%)
    C.Abstain   0/17 (0%)
No Answer 10/17 (59%)

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                    A  B  C
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     Rafeeq McGiveron  |   |   |   |
     Kelly Ellis       |   |   |   |
     Dennis Pipper     |   |   |   |
     Betsy Raleigh     |   |   |   |
     Laurie Kinne      |   |   |   |
     Tracy Nothnagel   | X |   |   |
     Jon Tenbrink      | X |   |   |
     Mary Laatsch      |   |   |   |
     Heather Bunce     | X |   |   |
     Jason Mitchell    |   |   |   |
     Adam Richardson   |   |   |   |
     Ian Leighton      | X |   |   |
     Jodi Wiley        | X |   |   |
     Mieko Philips     | X |   |   |
     Michael Pemberton | X |   |   |
     Eric Bennett      |   |   |   |
     Cheryl Garayta    |   |   |   |
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Motion to approve course revision STPR 145 (f/k/a CHSE 145)?
    A.Approve   6/15 (40%)
    B.Nay   0/15 (0%)
    C.Abstain   0/15 (0%)
No Answer 9/15 (60%)

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                  A  B  C
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        Rafeeq McGiveron  |   |   |   |
        Kelly Ellis       |   |   |   |
        Betsy Raleigh     |   |   |   |
        Laurie Kinne      |   |   |   |
        Tracy Nothnagel   |   |   |   |
        Jon Tenbrink      | X |   |   |
        Mary Laatsch      |   |   |   |
        Heather Bunce     | X |   |   |
        Jason Mitchell    |   |   |   |
        Adam Richardson   |   |   |   |
        Ian Leighton      | X |   |   |
        Jodi Wiley        | X |   |   |
        Mieko Philips     | X |   |   |
        Eric Bennett      | X |   |   |
        Cheryl Garayta    |   |   |   |
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Motion to approve expedited revised THEA 171?
    A.Approve   6/16 (38%)
    B.Nay   1/16 (6%)
    C.Abstain   0/16 (0%)
No Answer 9/16 (56%)

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                  A  B  C
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        Rafeeq McGiveron   |   |   |   |
        Kelly Ellis        |   |   |   |
        Betsy Raleigh      |   |   |   |
        Laurie Kinne       |   |   |   |
        Tracy Nothnagel    | X |   |   |
        Jon Tenbrink       | X |   |   |
        Mary Laatsch       |   |   |   |
        Heather Bunce      | X |   |   |
        Jason Mitchell     |   |   |   |
        Adam Richardson    |   |   |   |
        Ian Leighton       | X |   |   |
        Jodi Wiley         | X |   |   |
        Mieko Philips      | X |   |   |
        Eric Bennett       |   |   |   |
        Cheryl Garayta     |   |   |   |
        Michael Pemberton  |   | X |   |
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Motion to approve new program of study World Language (AA)?
    A.Approve   6/15 (40%)
    B.Nay   1/15 (7%)
    C.Abstain   0/15 (0%)
No Answer 8/15 (53%)

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                    A   B   C
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      Rafeeq McGiveron  |   |   |   |
      Kelly Ellis       |   |   |   |
      Betsy Raleigh     |   |   |   |
      Laurie Kinne      |   |   |   |
      Mary Laatsch      |   |   |   |
      Heather Bunce     | X |   |   |
      Jason Mitchell    |   |   |   |
      Adam Richardson   |   |   |   |
      Tracy Nothnagel   | X |   |   |
      Ian Leighton      | X |   |   |
      Jodi Wiley        | X |   |   |
      Mieko Philips     | X |   |   |
      Eric Bennett      |   | X |   |
      Cheryl Garayta    |   |   |   |
      Michael Pemberton | X |   |   |
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Motion to approve new program of study Cybersecurity Foundations (CC) with amendments?
    A.Approve   7/14 (50%)
    B.Nay   0/14 (0%)
    C.Abstain   0/14 (0%)
No Answer 7/14 (50%)

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                    A   B   C
      --------------------------------
      Rafeeq McGiveron  |   |   |   |
      Kelly Ellis       |   |   |   |
      Betsy Raleigh     |   |   |   |
      Laurie Kinne      |   |   |   |
      Mary Laatsch      |   |   |   |
      Heather Bunce     | X |   |   |
      Jason Mitchell    |   |   |   |
      Adam Richardson   |   |   |   |
      Tracy Nothnagel   | X |   |   |
      Ian Leighton      | X |   |   |
      Jodi Wiley        | X |   |   |
      Mieko Philips     | X |   |   |
      Eric Bennett      | X |   |   |
      Michael Pemberton | X |   |   |
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Motion to approve new program of study Cybersecurity (AAS)?

    A.Approve   7/14 (50%)
    B.Nay   0/14 (0%)
    C.Abstain   0/14 (0%)
No Answer   7/14 (50%)

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                  A  B  C
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    Rafeeq McGiveron  |  |  |  |
    Kelly Ellis       |  |  |  |
    Betsy Raleigh     |  |  |  |
    Laurie Kinne      |  |  |  |
    Mary Laatsch      |  |  |  |
    Heather Bunce     | X |  |  |
    Jason Mitchell    |  |  |  |
    Adam Richardson   |  |  |  |
    Tracy Nothnagel   | X |  |  |
    Ian Leighton      | X |  |  |
    Jodi Wiley        | X |  |  |
    Mieko Philips     | X |  |  |
    Eric Bennett      | X |  |  |
    Michael Pemberton | X |  |  |
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