



**OFFICE OF THE VICE PRESIDENT OF INSTRUCTION
CURRICULUM AND GENERAL EDUCATION COMMITTEE**

Minutes of the Curriculum and General Education Committee Meeting
January 9, 2020, 10:10 a.m. to 12:00 a.m., in the Cougar Room.

Members Present: K. Bandy, A. Bledsoe, K. Carlson, J. Chaidez, V. Jacobi, J. Grimes, J. Martinez, M. Mayfield, L. Minor, M. Oja, J. Rangel-Escobedo.

Members Absent: S. Balason, J. Martinez, M. Mayfield, D. Rodenhauser,

Guests: C. Taylor, K. Webster, and T. Payne

MINUTES

I. PUBLIC COMMENTARY

V. Jacobi called the meeting to order. No public commentary was made. The committee welcomed T.C.'s new faculty members Christ Taylor and Kyle Webster.

II. APPROVAL OF MINUTES: From the December 2019 Curriculum & General Education meeting

On a motion by M. Oja, seconded by K. Bandy, and unanimously carried by all, the December 2019 minutes were approved.

III. DISCUSSION ITEMS

The meeting opened with the committee being asked if they were in favor with moving item IV. A first on the agenda. Everybody agreed, and J. Grimes gave the committee an update on current CTE projects. She shared program ideas with Division Chairs, ideas include revising TOP Codes so that they better align with local needs. Allied Health and Medical coding are growing fields in our area. The committee discussed the role of the regional consortium, and what role they play in the recommendation process. The group discussed developing programs that may help cover oil industry losses.

A. Spring 2020 C & GE schedule

The committee will meet the third Friday of the month from 12:10 p.m to 2:00 p.m. in the Cougar Room.

B. Courses up for revision

The committee reviewed their current list of courses due for revisions. They were encouraged to submit any curriculum they are working on.

C. Marketing for New courses & Program areas

The committee discussed the current marketing strategy used with course offerings & new courses at TC. We currently do not have a course offering strategy in place, division chairs were to consider this part when developing a new course or program.

D. 7th edition of the Program and Course Approval Handbook (PCAH)

V. Jacobi reminded the committee about the 7th ed. of the PCAH. This handbook is very useful in the development of new courses and programs. The committee was asked to refer to this handbook anytime they have a program/course question.

E. Rehabilitation Aide

Item III. E. was not discussed in detail. An Adaptive P.E program was discussed, TC has a student population that could potentially benefit from a program like this.

F. Student Learning Outcomes process (SLO's)

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J. Chaidez shared his interest in establishing a solid SLO process. The current process was discussed, the Tech Review group will review SLO's as part of the review cycle. No action was taken. The process is still in development.

IV. INFORMATIONAL ITEM:

A. Career Technical Education update

B. Curriculum worked

V. Jacobi shared some of the curriculum worked over the last couple of months. Divisions were encouraged to review programs and courses that may need clean-up.

C. Program Status, please see the table below:

Program	Tech Review Approved	C & GE Approved	Board Approved	State Approved	Revisions
*AA-T Elementary Teacher Education	2/24/2015	3/9/2015	4/8/2015	Under review	Returned to Division for Revisions

*** New Program**

V. NEXT MEETING: February 2020 from tbd to tbd in the Cougar room.