



## Curriculum, Instruction, and Policy Committee

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Quinebaug Valley Community College

742 Upper Maple Street • Danielson, CT 06239 • (860) 932-4000

### Meeting Minutes for 4-5-2021

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In attendance:

- CIP members: **Cindy Shirshac, Brian Clinton, Jayne Battye, Jon Andersen, Lois Kelley, Denise Walsh (Chair)**
- *Absent:* **Nicole Marcoux-Bowen**
- Guests: **John Lewis, Jennifer Oliver, Beth Alves, Sara Van Orden, Joe Cullen**
- Convened: **4/5/2021 2:29 pm**

### Agenda Items:

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1. Align Course Records: John Lewis - in accordance with New England Commission of Higher Education (NECHE) Standard 4, to align course records with the college catalog and have the most current course record be placed into the Dean's Office Course Record binder, the following courses have been submitted:

AST\*111, Introduction to Astronomy  
CHE\*122, General Chemistry II  
GLG\*121, Introduction to Physical Geology  
PHY\*121, General Physics I  
PHY\*122, General Physics II  
PHY\*221, Calculus Based Physics I  
PHY\*122, Calculus Based Physics II

**JB/CB Approved 6/0/0**

2. Align Course Records: Jennifer Oliver - in accordance with New England Commission of Higher Education (NECHE) Standard 4, to align course records with the college catalog and have the most current course record be placed into the Dean's Office Course Record binder, the following course has been submitted:

ACC\*113, Financial Accounting  
BBG\*115, Business Software Applications  
BMG\*210, Organizational Behavior

**BC/JA Approved 6/0/0**

3. Addition to TAP: COM\*154, Film Study and Appreciation: Beth Alves. Addition to TAP Appreciation of Aesthetic Dimensions of Humankind – This communication course is recognized by the CSCU system and supports consolidation efforts.

**CS/JA Approved 6/0/0**

4. Change to existing course: HSE\*281, Human Service Field Work I: Sara Van Orden. Change -to align the course prerequisites and field work hours with other colleges in the CSCU system offering the course. – discussion on program coordinator for Human Service and approval of students in program at this level

**LK/JA Approved with revisions 6/0/0**

5. Change in existing course: HSE\*282, Human Service Field Work II: Sara Van Orden. To align the course prerequisites and field work hours with other colleges in the CSCU system offering the course.  
**JA/CS Approved with revisions 6/0/0**

6. Change to existing program – Human Service: Sara Van Orden. Addition of HSE\*243, Human Service Skills and Methods to the program core and removal of open elective to align the program with other colleges in the CSCU system offering the same program.

**CS/LK Approved 6/0/0**

7. Below Threshold Modification – Medical Assisting: Brian Clinton. Removal of 1-credit Basic Life Support class to align the program with other colleges in the CSCU system offering the same program.

**JB/CS Approved 6/0/0**

**New Business:** Brian Clinton presented the names of the three new CIP members elected after the last Academic Senate election. These new members are Jennifer Oliver, Norly Germain, and Adam Greczkowski. They will be invited to the May CIP meeting to observe. Jayne Battye noted on the usefulness of having a mix of new and experienced faculty on CIP to be able to provide modeling, mentorship, and perspective. She suggested that this be considered when the new iteration of CIP comes about after the consolidation and a letter to be sent to the new Academic Senate President and Vice-President to bring this issue up at next Academic Senate meeting.

Adjourned: **3:35pm**

Minutes taken by Brian Clinton

Minutes submitted by Brian Clinton

Revised minutes submitted by