

DRAFT Meeting Minutes Friday, 10 September, 2021
TAP Framework Implementation Review Committee (FIRC)
Co-chairs Heidi Lockwood (SCSU) & Sarah Selke (TRCC)

Members Present: Sarah Selke, Co-Chair, (TRCC), Heidi Lockwood, Co-Chair (SCSU), Amy Lenoce (NVCC), Anita Lee (ECSU), Jennifer “Jen” Wittke (TxCC), Mark Lynch (GCC), Matthew Dunne (HCC), Becky DeVito (CCC), Joseph Berenguel (ACC), Jamie Began (WCSU), Sharon Cox (CCSU), Brian Lynch (QVCC), Paul Morganti (COSC), Frank Stellabotte Secretary (MxCC), Gail Anne Arroyo (MCC)
TAP Manager: Steve Marcelynas

Meeting Called to Order at 9:33

Nominations for Secretary (H. Lockwood) – Frank Stellabotte offered to serve as secretary for the Fall 2021 semester.

Welcome and Introductions

Approval of May minutes as amended – unanimous, 3 Abstentions

TAP Manager Report (emailed to members)

1. Updating contact information for all Work Groups/Transfer Ticket programs.

ACTION ITEM: Spreadsheets are present within Teams with a list of contacts for each campus. Red not current needs more information, Green means it has been updated, Black needs to be checked. There are multiple contact list files within Teams. S.M. will merge the files and make one file that should be updated clear to everyone.

Discussion of GCC resolution

1. Course substitution policy for all TAP degrees has varied among campuses. S.M. would like to make the process consistent among all campuses. Language has been updated to include more faculty involvement.. Members brought up issues with calling in faculty to approve course substitutions when they are off contract, such as in summer.
2. S.M. shared the link to the current policy: <https://www.ct.edu/files/pdfs/Substitutions%20Policy.pdf>
3. A member asked the committee whether the policy as posted online needs to be updated.

MOTION: To revise the course substitution policy to reflect a clearly defined process for making course substitution decisions. By Mark Lynch 2nd: Matt Dunne

Result of Vote: 10 in favor, 1 against, 2 abstain

ACTION ITEM: Draft a policy for the next meeting.

Timeline for Fall 2020 work and preliminary review of feedback of student learning outcomes (SLOs) (S. Selke & H. Lockwood)

1. H.L. presented the feedback gathered from individual institutions. A member asked why the documents were shared via Google Documents rather than Teams.
2. S.S. asked the committee to establish a timeline to take all the feedback into consideration. A member pointed out that assessment is currently underway at many campuses and it would be helpful to have streamlined outcomes. A member wanted to know why the SLOs need to be updated in advance of the system-wide course catalog. Members commented that it may not be possible to update SLOs this semester. A member commented that we need to advocate the questions and concerns of individual colleges with respect to SLOs. A member pointed out that the General Education committee is currently vetting courses using the current SLOs.
3. S.S. proposed breaking up into groups and working on each of the SLOs. H.L. asked members to offer to serve on individual groups.
4. S.S. discussed sharing feedback with her local campus.
5. Informal agreement to proceed by forming working groups of volunteers to meet in between FIRC . Volunteers at meeting were as follows: S. Cox: OC and QR. A. Lenoce: HK, OC, A&H. J. Berenguel: WC, A&H, OC. F. Stellabotte: SKU and SR. M. Dunne: HK. J. Begian: Arts part of A&H. B. Devito: All. H. Lockwood and S. Selke: All.

Report and minutes May 24 FIRC/Gen Ed/APRC/Alignment meeting is available.

1. H.L. and S.S. wanted to open up a line of communication between FIRC and other system-wide committees.

ACTION ITEM: Review minutes

Other reports from system-wide committees.

1. Gen. Ed. and Assessment Committee members should report out.

Meeting adjourned 12:01 PM.