

DRAFT Meeting Minutes, 8 November 2024
TAP Framework Implementation & Review Committee (FIRC)
Co-Chairs Kauther Badr (SCSU) & Becky DeVito (CCC)

Members Present: Kauther Badr (SCSU), Joseph Berenguel (ACC), Peggy Bloomer (CCSU), Becky DeVito (CCC), Matthew Dunne (HCC), Kaitlyn Hoffman (SCSU), Mark Lynch (GCC), Paul Morganti (COSC), Michael Pence (MCC), Sarah Selke (TRCC), Howell Williams (WCSU), Jennifer “Jen” Wittke (TxCC).

TAP Manager: Steve Marcelynas

Members Absent:

Open Seats: Middlesex, Northwestern, Norwalk, ECSU

Meeting called to order at 11:04 (B DeVito)

- **Approval of Agenda**
- **Approval of October Minutes**
- **TAP Manager’s Report (Steve)**
 - Strategic Transfer Engagement Plan (STEP): Jen Barry is still testing the form students will use. They will be expanding the test of the form with Tunxis students.
 - There will be a weekly report from the survey that can be shared with the 4-year institutions so that they can connect with the students.
 - Jen Barry has also been working on a transfer information guide for students and advisors to reference. They are testing with a few majors before expanding.
 - S Marcelynas updated on convening the TAP workgroups. Emails should go out next week. Regarding this area, K Hoffmann suggested looking at how to handle reverse transfer and if there is something to do proactively.
- **Transfer Council Report (Kauther and Steve)**
 - CSCU Transfer Council General Update
 - Meeting information located in the [summary](#).
 - Update on working group to plan the Oversight Committee

- K Badr is in the process of scheduling the first Oversight and Compliance meeting. If anyone is still interested, they may contact her immediately.

- **Co-chairs Report (Becky)**
 - Gen Ed Committee Update
 - General Education Application Form subcommittee met on 11/7 to discuss what information the forms should have.
 - The committee still needs to decide where in the process of course approvals general education alignment should be.
 - Discussion about proposals and making sure that there is consideration for how new courses or updates can impact TAP agreements. Suggestion for Curriculum Congress to include a reminder when the proposal forms are updated. M Lynch noted that as a result of the governance summit there will be a governance assessment group to review the committees. S Selke noted there will be a task force to collect recommendations on curriculum forms.

- **New business**
 - Updates addressed in earlier agenda items.

Meeting adjourned at 12:26

Respectfully submitted,

Jen Wittke