Charges presented and approved for the 2021-22 academic year:
1. Collaborate with faculty and the Instruction Committee to: Adjust one or more general education competencies, such as Professional Readiness or Civic Engagement, (and) to support student learning of varied perspectives of domestic and international diversity, equity, inclusion and social justice.
2. Develop and implement opportunities to educate faculty on the utility of portfolio credit and options for incorporation in curricula.
3. From the perspective of the Curriculum Committee's purpose and role in shared governance, make recommendations for changes to the committee's 2021-22 bylaws (including name, purpose, mission, and membership) to align with the college's efforts around Guided Pathways.

Tiffanny Putnam
1. Informed the committee about the status of advisor and counselor vacancies and how changes to hiring practices may result in changes to the membership of governance committees. Discussions are occurring at many levels to resolve this issue. The committee recognizes the value of having student services representation on this committee.

Kellie Sorey
1. Changes to the Curriculum Procedures Handbook were made to align practices with rules instituted by accrediting bodies.
2. Transfer Virginia's goals to create consistency of learning outcomes for transfer programs is resulting in changes to over 100 courses.
3. The Passport program is increasing the number of courses approved for the 16 Passport credits.
4. The Uniform Certificate of General Studies (UCGS) will replace the Certificate in General Education in Summer 2022 to ensure students can transfer as many credits as possible.

Subcommittees were assessed and membership updated. All committees are expected to begin work and report progress at the October meeting.
1. PLA Committee – Tom and Ivory
2. Bylaws Committee – Tom and Linda
3. DEI and SJ Committee – Brittany

Kellie Sorey
1. Transfer Virginia updates – Some courses are being discontinued. The list is posted on SharePoint. A new ENG 113 course will replace ENG 131, affecting the Engineering and Electronic Technology programs.
2. Addition of Kim Bovee, Director of Planning & Accountability, to the roster as ex officio to ensure SACSCOC concerns are represented.

PLA Committee
1. Tom and Ivory reported on progress made toward a plan for training faculty and educating them on opportunities and procedures for students to earn prior learning credits. Portfolios demonstrating prior learning, such as IND 198, allow students to use work-based experiences to demonstrate achievement of learning outcomes that align with courses. Tom shared his detailed plan with instructions for students. i-INCURR has an approval process built in. Faculty need

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training to ensure this option is available for all students and to develop standards in addition to Policy 2109: Credit for Prior Learning, the TCC Curriculum Procedures Handbook, and the Prior Learning User's Guide on i-INCURR.

Bylaws Committee

1. Tom and Linda presented proposed changes to the bylaws for the committee to review. Discussion commenced, and the recommendations will be voted on at a future meeting. Further discussions will determine the following:
2. Membership and terms of office – Need to define a calendar of membership and report vacancies to PAPC according to PAPC's guidelines. The representative chart needs to be updated with Pathways as a consideration to ensure correct distribution of representation. Linda and Jenefer will meet before the next meeting to discuss the chart.
3. Timeline for onboarding new members and elections – The timeline for introducing and possibly training new members as well as the elections should coincide with the calendar year of the committee.
4. Other revisions for clarification and currency

DEI and SJ Committee

1. Brittany will be attending the November Instruction Committee to discuss working together on this charge.

November 2021
Kellie Sorey

1. The discontinuance of the Theatre Arts specialization was reported in the recent Curricular Matters.
2. The Committee should be aware that program name changes are being handled differently by SCHEV now and may have more implications than in the past.

PLA Committee

1. Tom and Ivory will be requesting a session at the January Learning Institute to increase faculty awareness about this issue. They will develop an informational document to share as well. Tom Stout is being consulted since he has established procedures for his programs.

DEI and SJ Committee

1. Brittany Horn reported on her attendance at the November Instruction Committee to being discussions on collaborating to revise general education rubrics per our shared charge to help meet the requirements of the One Virginia Plan. Tom will apply for a session at the Learning Institute to have a session provided by IC and CC.

Bylaws Committee

1. Linda prioritized the membership section of the bylaws and has begun an evidence-based approach to discipline, campus, and Pathway representation is equitably distributed. She presented an initial look at the numbers of programs by Pathway and will continue by looking at the number of faculty, courses, and students enrolled. Kellie or Jenefer will send her data on enrollment numbers by Pathway. Edits to the bylaws should be finalized at the January meeting.

Also
1. Jennifer Ferguson's proposed eliminating HLT 138 as a requisite for DIT 121. HLT 138 was only taught be adjuncts and served as an unnecessary barrier for students. Research shows few if any VCCS institutions require it.
2. A motion to recommend the proposal for approval passed unanimously.
3. Richard Dyer's proposed modifying the CSC Basic Metal and Machine Operator program by changing the name to Basic Machining Skills, thereby aligning it with industry standards.
4. A motion to recommend approval of the name change was passed pending approval by the advisory board passed unanimously.
5. Dyer and Beno Rubin requested the reactivation of MAC 181 Machine Blueprint Reading I to replace CAD 160 Machine Blueprint Reading to ensure skills are taught in MAC that aren't taught in CAD and to improve scheduling processes. The change has been vetted by the advisory board and is in the common course database.
6. A motion to recommend approval passed unanimously.