

DRAFT Meeting Minutes Friday, 10 February 2023
TAP Framework Implementation Review Committee (FIRC)
Co-chairs Kauther Badr (SCSU) & Joseph Berenguel (ACC)

Members Present: Kauther Badr, Co-Chair (SCSU), Joseph Berenguel, Co-Chair (ACC), Sarah Selke (TRCC), Matthew Dunne (HCC), Becky DeVito (CCC), Gail Anne Arroyo (MCC), Sharon Cox (CCSU), Brian Lynch (QVCC), Jennifer “Jen” Wittke (TxCC), Frank Stellabotte (MxCC), Amy Royal (NVCC), Paul Morganti (COSC), Mike Pence (MCC), Kaitlyn Hoffman (SCSU)

Amy Royal and Matt Dunne arrived at 11:20am because they were at SACC meetings. Sharon Cox left early at 11am.

TAP Manager: Steve Marcelynas

Members Absent: Mark Lynch (GCC)

Open Seats: ECSU, WCSU, NWCC, NCC

Meeting Called to Order at 10:06am

Call to Order (K Badr)

Approval of December 2023 minutes: Minutes approved unanimously with minor formatting changes.

TAP Manager’s Report

- **CSCU Transfer Council:** Met 2/3/2023
 - Moving forward with work on Transfer Intent Form, looks like CSCU system will be able to collect and share academic information from CT State students with the 4-year institutions
 - Working on possibility of one transfer application for CT State students to all of the 4-year institutions
 - Update on Course Articulation and Review Schedule Work Group
 - Phase 1 is creating spreadsheet that highlights changes to CT State courses (compared to current community college courses), that work is almost completed and will be shared with colleagues at the 4-year colleges to help them build their transfer bank for CT State courses

- **TAP Work Groups:** Meetings have been suspended until further notice. Will likely reconvene starting in AY 2023-2024 once CT State governance has been

fully stood up. Proposed Work Group membership will be 6 individuals – one per institution.

- **Safe Course Task Force**

Met 1/27/2023, report by Sarah Selke (Safe Course Task Force Co-Chair).

WC, HK, SKU, SR, SBS have been reviewed and all courses will transfer as Gen Ed credit.

QR will not be reviewed as it is program dependent

AH – addressing how World Language and ESOL courses will transfer at 2/10/23 meeting

OC & CLIL still to be addressed. Hope to have review wrapped up shortly and begin working on draft recommendations.

- **TAP Census Report update**

Will include limited information this time due to concerns about sharing student directory information. Hopefully the Transfer Intent Form will allow sharing of more information in the near future.

Co-chairs Report

Discussion of rubric feedback timeline

Not enough time to incorporate feedback and send out for institutional endorsement if using the same timeline that was used for the SLOs. However, members discussed the importance of soliciting faculty feedback, so endorsement will need to have a shorter timeline. Rubrics will be circulated ASAP, with feedback from campuses due March 3rd. Discussion and live edits at March 10th FIRC meeting. Finalized product to send out for endorsement vote by the end of the April 14th.

As part of the conversation, members discussed whether endorsement should proceed using the curriculum governance process at each 12 community colleges (as was done for the SLOs) or should come from CT State. Members also revisited whether the rubrics should be optional or required for assessment of SLOs at CT State.

Rubrics will be converted to PDF form. Rubrics and Guiding Principles document will be posted on Teams for dissemination by FIRC reps at their institution, following their local curriculum governance process.

Updates to WC rubric:

Jenn presented WC rubric at a CCET meeting. They suggested some excellent edits that have been incorporated into the draft that is in Teams. Proposal to accept the changes (Joseph, seconded by Kauther). Motion passed unanimously. Excel Spreadsheet will be updated to include CCETs review.

Summary of the comments is as follows:

There is inconsistency in the rubric wording because some areas measure quality and quantity of student writing. Recommended to revise so that the qualifiers measure quality of the outcomes.

Many requested to see clarity in the rubric, notably in the language conventions row. Also, suggested to use “control” in place of “application”.

Discussion of Letter to CT State on FIRC future

Kauther volunteered to draft a letter that proposes how the work of FIRC will continue once CT State opens. Steve suggested the creation of a General Education Task Force that is a subcommittee at the Transfer Council. Members of the General Education Task Force would not have to be members of the Transfer Council.

Members discussed membership (number of CT State faculty) and the dual roles of FIRC – creation/oversight/alignment of Gen Ed student learning outcomes and oversight of assessment. Which of these responsibilities would be distributed to the proposed General Education Task Force (which includes 4-year reps) and which would become the responsibility of CT State governance (such as the Curriculum Congress)?

Ultimately, it was decided that FIRC has two functions as present: Transfer and Articulation Policy (TAP) alignment work and General Education student learning outcome management and assessment. Our recommendation: TAP work becomes subcommittee of the CSCU Transfer Council and continues to include representation of the 4-year institutions. General Education work becomes subcommittee of Curriculum Congress with current FIRC CC members becoming first constituents of that committee.

It was suggested that the letter be shared with leadership of the Curriculum Congress for CT State and also that we consider inviting them to the May meeting.

Schedule updates: SACC meeting times overlap with FIRC meetings. Based on feedback from members of both committees, it seems that for the remainder of this semester, SACC work will likely conclude by the beginning of the FIRC meetings. Therefore, FIRC will not alter its meeting schedule for Spring 2023

Adjourn official meeting: 12:10pm

Additional members stayed to discuss Gen Ed 1 and Gen Ed 2 with Steve (M. Pence, B. DeVito, B. Lynch, S. Selke, M. Dunn, J. Berenguel). There are currently no courses vetted for CT State in the areas of Gen Ed 1 and Gen Ed 2. An immediate solution is

needed for Fall 2023 course scheduling needs. It was recommended that each CC maintain its legacy list of vetted courses for AY 2023 – 2024, and that a new list of courses be vetted by faculty of CT State.

Respectfully submitted,

Sarah Selke