

2020-21 Curriculum Approval Team Annual Report

Purpose

The Curriculum Approval Team is the primary body to review and make decisions concerning curriculum development at GRCC.

Decision-making Context and Scope

The Curriculum Approval Team is a Standing Committee of the Academic Governing Council (AGC) and is responsible, per AGC Bylaws, for gathering information and making recommendations to AGC, in addition to the purpose outlined above. Faculty participation and leadership are essential to the Team's work of reviewing and approving the following: new courses, major course revisions, new programs, program revisions, and curriculum-related procedures.

Annual Team Goals, Action Projects, and Timelines

The Curriculum Approval Team will proceed to accomplish the following on an annual basis: review new course and major course revision proposals for inclusion in the GRCC Catalog, review new program and program revision proposals for inclusion in the GRCC Catalog, review curriculum processes and tools (including Curriculog shells). The Team will proceed to accomplish this work in accordance with the established five-year Course Review and Revision and Academic Program Review schedules.

Stakeholders and their Key Requirements

The Team is doing their work for the benefit of GRCC students, faculty, and staff. The key requirement is a well-defined GRCC Curriculum that aligns to related college policies and GRCC's Vision, Mission, Values, and Goals.

2020-21 Team Membership

The Curriculum Approval Team's members are volunteers. The composition of the Team is intended to provide balance across the areas of the College that interface with curriculum development. The Team currently does not have permanent membership or term limits and accepts new members prior to the start of the academic year subject to AGC approval.

- Sheila Jones, Dean of Instructional Support (Chair)
- Werner Absenger, Program Director and Assistant Professor, Secchia Institute for Culinary Education
- Nick Antonakis, Department Head and Faculty, Visual Arts
- Lyttron Burris, Professor, English
- Erin Busscher, Assistant Professor, Academic Advising and Transfer Center
- Valerie Butterfield, Registrar
- Megan Coakley, Associate Professor, English
- Vikki Cooper, Professor, English and Director of Developmental Education
- Katie Daniels, Curriculum Specialist, Instructional Support
- Christine Dobberstein, Faculty, Dental Programs
- Daniel Groh, Assistant Professor, Physical Science
- Moss Ingram, Job Training, Associate Professor, Computer Support Technician

- Ann Isackson, Associate Dean of Enrollment Management and Financial Aid
- Christopher Johnston, Associate Dean, Faculty Evaluation and Hiring, School of Arts and Sciences
- Tom Kaechele, Theater Program Director/Professor, Performing Arts
- Pam Miller, Associate Dean, Operations, School of Workforce Development
- Mursalata Muhammad, Professor, English
- Matthew Novakoski, Transfer and Articulation Coordinator, Instructional Support
- Svetoslav Pavlov, Professor, Computer Information Systems
- Christopher Remley, Assistant Registrar-Curriculum Operations
- Daniel Sullivan, Interim Associate Dean, Faculty Evaluation and Hiring, School of Workforce Development
- Gordan Vurusic, Professor, Language & Thought

2020-21 Team Meetings & Curriculum Review Decisions

Meeting Date	Decisions
September 2, 2020	Endorsed updates to Curriculog shells (via email vote).
October 16, 2020	Approved the following course revision proposal: <ul style="list-style-type: none"> ● CA 252-Advanced Personal Chef Business Approved 2019-20 Curriculum Approval Team Report Approved 2020-21 Curriculum Approval Team Charter
November 6, 2020	Approved the following course revision proposal: <ul style="list-style-type: none"> ● EXS 225-Introduction to Public Health Approved the following program revision proposals: <ul style="list-style-type: none"> ● Personal Chef Certificate
December 11, 2020	Approved the following program revision proposal: <ul style="list-style-type: none"> ● Photography, A.F.A Approved the following course revision proposals: <ul style="list-style-type: none"> ● MN 236-Computer Aided Manufacturing (MasterCAMI) ● DR279 - Team Design Project.
January 22, 2021	Approved the following program revision proposals: <ul style="list-style-type: none"> ● Baking and Pastry Arts Certificate ● Dental Hygiene, A.A.A.S. Approved the following course revision proposals: <ul style="list-style-type: none"> ● DHY 139-Clinical Dental Hygiene I ● DHY 249-Clinical Dental Hygiene II ● DHY 259-Clinical Dental Hygiene III

<p>January 29, 2021</p>	<p>Approved the following program revision proposals:</p> <ul style="list-style-type: none"> ● Gerontology Certificate ● Computer Support Specialist, A.A.A.S ● Heating, Ventilation, and Air Conditioning/Refrigeration Technology, Certificate ● Heating, Ventilation, and Air Conditioning/Refrigeration Technology, A.A.A.S <p>Approved the following course revision proposals:</p> <ul style="list-style-type: none"> ● HVA 135- Heating Theory ● HVA 136-Air Conditioning Theory ● HVA 221-Duct Construction and Design ● HVA 230-HVACR Electronic Controls ● HVA 280-HVAC Internship ● EL275-Mechatronics-Automated Systems ● EL275-Mechatronics-Automated Systems ● OT 220-Fieldwork I <p>Approved the following new course proposal:</p> <ul style="list-style-type: none"> ● EN 286-Environmental Literature <p>Approved the following course discontinuation proposal:</p> <ul style="list-style-type: none"> ● PS 215-Asian Politics
<p>February 9, 2021</p>	<p>Approved the following program revision proposals:</p> <ul style="list-style-type: none"> ● Pathway Degree with Art Architecture, and Mechanical Design Concentration, A.A. ● Pathway Degree With Culinary Arts, Hospitality, and Brewing Concentration, A.A. ● Pathway Degree with Health and Exercise Sciences Concentration, A.A. ● Pathway Degree with Humanities, English, Language and Communication Studies Concentration, A.A. ● Pathway Degree with Math, Science, and Engineering Concentration, A.A. ● Pathway Degree with Music and Theater Concentration, A.A. ● Pre-Political Science, A.A. (General Transfer) ● Pre-Hospitality Management (Specialized Management), A.A. (Ferris State University) ● Pre-Music and Entertainment Business A.A. (3+1, Ferris State University) ● Pre-Writing, A.A. (General Transfer) ● Pre-English Literature, A.A. (General Transfer) ● Pre-Exercise Science, A.A. (Aquinas College) ● Pre-Exercise Science, A.A. (Western Michigan University - Applied Exercise Science) ● Pre-Exercise Science, A.A. (Western Michigan

	<p>University - Clinical Exercise Science)</p> <ul style="list-style-type: none"> ● Pre-Nutrition and Dietetics, A.A. (Western Michigan University) ● Pre-Recreation/Sports Management, A.A. (Western Michigan University) <p>Approved the following new program proposal:</p> <ul style="list-style-type: none"> ● Pre-Biological Laboratory Science, A.A. (3+1, Davenport University)
April 9, 2021	<p>Approved the following course revision proposals:</p> <ul style="list-style-type: none"> ● MA-94-Pre-Algebra Lab
April 23, 2021	<p>Approved the following new program proposals:</p> <ul style="list-style-type: none"> ● Pre-Accounting, A.B. (3+1, Davenport University) ● Pre-Business, A.B. (3+1, Davenport University) ● Pre-Management, A.B. (3+1, Davenport University) ● Pre-Marketing, A.B. (3+1, Davenport University)
July 13, 2021	<p>Approved the following new program proposals:</p> <ul style="list-style-type: none"> ● Neurodiagnostic Technology, Certificate and Neurodiagnostic Technology, AAAS ● NDT Prefix-Neurodiagnostic Technology - Radiologic Technology <p>Approved the following new course proposals:</p> <ul style="list-style-type: none"> ● NDT 100-Neuroanatomy and Physiology ● NDT 101-Introduction to Neurodiagnostic Procedures ● NDT 102-EEG Applications ● NDT 120-EEG Pre-Clinical Preparation ● NDT 130-Principles of EEG ● NDT 131-Principles of Electricity and Electrical Safety ● NDT 132-EEG Procedures and Pathology I ● NDT 200-EEG Instrumentation ● NDT 201-EEG Instrumentation II ● NDT 202-EEG Quality Control ● NDT 220-EEG Clinical Practice I ● NDT 221-EEG Clinical Practice II ● NDT 230-EEG Procedures and Pathology II ● NDT 231-EEG Procedures and Pathology III ● NDT 232-EEG Procedures and Pathology
August 9, 2021	<p>Approved the following course revision proposals:</p> <ul style="list-style-type: none"> ● MA70 - Adaptive Mathematics ● MA99 - Mathematical Literacy <p>Approved the following new courses:</p> <ul style="list-style-type: none"> ● CJ135 – Juvenile Residential Services ● MA93 - Mathematical Literacy Co-Requisite

	Approved the following new subject code (prefix) request: <ul style="list-style-type: none"> ● AUT - Automotive
August 30-September 1, 2021 (Electronic Review and Vote)	Approved the following new course proposal: <ul style="list-style-type: none"> ● MA010-Corequisite for College Algebra Approved the following course revision proposal: <ul style="list-style-type: none"> ● MA110-College Algebra

2020-2021 Team Accomplishments

- Continued support of Academic Pathways Initiative at GRCC
- Supported MiTransfer Pathways Initiative at GRCC
- Updated Team Charter and submitted 2019-20 Annual Report to AGC Exec
- Conducted team business in a timely manner to support timely publication of GRCC College Catalog
- Provided feedback on curriculum-related initiatives
- Reviewed and moved on 71 curriculum proposals (24 program revisions, 19 course revisions, 7 new programs, 19 new courses, 1 course discontinuations, and 1 new prefix)
- Reviewed and endorsed recommended improvements to the 2022-23 Catalog Development Curriculog shells and Transfer Program (Pre-Major) Template

2021-22 Team Goals

- Continue to review courses and programs according to the five-year schedule
- Continue to promote broader understanding of curriculum development processes via discussions at team meetings and inviting faculty proposal originators to attend meetings when courses and programs are reviewed
- Continue to promote transparency among the AGC body and faculty members at large with regards to the Team's review of curriculum development proposals via regular email updates to AGC during the curriculum development cycle
- Continue to seek faculty feedback regarding curriculum development processes
- Continue to streamline the Team's work so that Curriculog proposals needing the Team's review are approved in a timely manner to facilitate timely publication of the College Catalog
- Continue to broaden team members' and College understanding of transfer courses and programs
- Consider how the Curriculum Approval Team can support online course development

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- Sheila Jones, Dean of Instructional Support (Chair)
- Werner Absenger, Program Director and Assistant Professor, Secchia Institute for Culinary Education
- Sasha Ahmed, Assistant Professor, Secchia Institute for Culinary Education
- Nick Antonakis, Department Head and Faculty, Visual Arts
- Lyttron Burris, Professor, English
- Erin Busscher, Assistant Professor, Academic Advising and Transfer Center
- Valerie Butterfield, Registrar

- Megan Coakley, Associate Professor, English
- Vikki Cooper, Professor, English and Director of Developmental Education
- David DeBoer, Executive Director of Financial Aid
- Christine Dobberstein, Faculty, Dental Programs
- Daniel Groh, Assistant Professor, Physical Science
- Brian Hadley, Assistant Professor, Mathematics
- Moss Ingram, Job Training, Associate Professor, Computer Support Technician
- Ann Isackson, Associate Dean of Enrollment Management and Financial Aid
- Tom Kaechele, Theater Program Director/Professor, Performing Arts
- Leigh Kleinert, Interim Associate Dean, Faculty Evaluation and Hiring, School of Arts and Sciences
- Andrew Masters, Associate Director of Compliance
- Ian Matthews, Instructional Designer, Distance Learning & Instructional Technologies
- Michael Miller, Director of Curriculum Development and Assessment, Instructional Support
- Pam Miller, Associate Dean, Operations, School of Workforce Development
- Mursalata Muhammad, Professor, English
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- Gordan Vurusic, Professor, Language & Thought

2021-22 Team Meeting Schedule

- Friday, October 22, 2021, 9:00-11:00am (Zoom)
- Friday, November 19, 2021, 1:30-3:30pm (Zoom)
- Friday, December 10, 2021, 9:00-11:00am (Zoom)
- Friday, January 14, 2022, 1:00-3:00pm (Zoom)
- Friday, January 28, 2022, 9:00-11:00am (Zoom)