Meeting Minutes TAP Framework Implementation Review Committee (FIRC)
Co-chairs Heidi Lockwood (SCS) & Sarah Selke (TRCC)

September 11, 2020

This meeting will be held on WebEx. The link to the meeting is

This meeting recorded on WebEx. <https://ctedu.webex.com/recordingservice/sites/ctedu/recording/play/14c7e3500fd840218a74be1872b0b862>

Note: Donna muffled throughout; Anita faded in and out

Attendance: Martha Kruy, Susan Steiz, Mark Lynch, Paul Morganti, Donna Bontatibus, Becky DeVito, Amy Lenoce, Sarah Selke, Anita Lee, Matthew Dunne, Jennifer Wittke,

Absent: Meghan Finley

Vacancies: Western Conn, QVCC, NWCCC

TAP Manager: Stephen Marcelynas

Meeting Called to Order 10:03

Elle Van Dermark elected Secretary with the understanding that meetings will capture the topics discussed, recorded. Still will report back on disposition and retention of recorded meetings.

Introductions: FIRC Members 2020-21 (Note: More detailed documentation for first meeting)

Amy Lenoce - Naugatuck Valley. Faculty in Communications; worked Common Course numbering; active w/TAP Pathway, has worked w/Strategic Plan at BOR; worked w/Gen Ed for at NVCC for 2+ years.

Sarah Selke – Microbiology at 3 Rivers; 13 years; 7th Year on FIRC (and Final) having reached max term of representation; challenging but rewarding work.

Steve Marcelynas – Dir of Office of Transfer and Articulation; At system for 10 days before Covid; worked as a Transfer Counselor at Southern;

Heidi Lockwood – Philosophy faculty at Southern, active on campus helping students transition successfully. Observed 40% of transfer students were not participating in an orientation; launched program to address those needs. TAP/FIRC was a natural transition; second year. This is a critical time for higher ed and for CT in particular;

Elle Van Dermark– History faculty at Asnuntuck; served on the Steering Committee, predecessor to FIRC; returned in Feb 2018 mid term; subsequently elected. Has led FIRC and Assessment workshops in Backward design and Outcomes Assessment.

Anita Lee– Eastern, Health Science prof; relatively new to FIRC; also VP of Univ Senate;

Becky DeVito– From Capital CC; Psychology, teaching for 11 years; involved in TAP since 2012 where she served on Social Phenomenon committee; TAP Implementation Committee Chair; 4th year as FIRC Rep; We added a loophole for service if no one else will continue;

Donna Bontatibus– Middlesex; also worked on common course numbering.

Mark Lynch – Gateway; Chem prof; 23 years; 3rd year on Committee; chair of Curriculum committee; deeply interested in Curriculum;

Matt Dunne – History at Housatonic; 6 years; second year in FIRC; TAP Advisor; Chair of Gen Ed.

Martha Kruy– Central; Library; on Assessment committee since 2014; adding outcomes to Gen Ed Assessment process; second year serving FIRC; worked on TAP in 2012 with Susan;

Susan Steiz – Norwalk; Faculty in marketing and business and Norwalk; program coordinator; original steering committee in 2012; Chair of Gen Ed Committee.

Gail Anne – Assoc Reg at Manchester; served 2 or 3 years.

Paul Morganti – Assoc Reg at Charter Oak; responsible for articulation agreements at CO.

Jenn Wittke– Developmental Eng at Tunxis; second year on FIRC; Also on Assessment Committee

Reviewed Excel spreadsheet of membership; updated. Please review and email corrections; Documents will be uploaded to Teams; accessing info is challenging for CSU folx; IT was tasked with developing a solution: Teams and One Drive is recommended.

**Minutes May Meeting**

Becky – Write out C-19 =Covid 19; bottom of page 2 – Motion: reports are not necessary;

Anita – 5th paragraph, last sentence: Eastern does not have access to accurate student information on incoming student majors;

Motion: Paul motioned to approve; Susan second; Minutes approved as amended: with Amy Abstaining;

**TAP Manager Report**

New England Board of Higher Education (NEBHE) – Trying to work with private schools in CT for CC students to transfer; seeks to reduce barriers to transfer; *acceptance and waive admission fee with CC Assoc degree*; aligning TAP Degrees; driven by the degree granting institution; analysis will reveal discrepancies in transfer credits; agreements with Mitchell, Goodwin, Sacred Heart in New Haven with more anticipated. Expecting 8 of 11 to participate.

Liberal Arts and Sciences: guaranteed admission, but credit transfer is credit by credit matriculation and articulation agreements are default; with the Transfer Tickets we can map it to the receiving school; they are taking the F30 as the block status of Gen Ed; CSUs and CO still have the advantage of offering junior status and 60 credits remaining; at the privates it is credit by credit matriculation

The value of completing Gen Ed that FIRC has done is significant; Learning Outcomes, embedding outcomes, and the work done to vet those courses has been valuable. Working Groups being convened for each program to discuss transfer tickets, impact of transfer and improvements is important. Steve acknowledged that BOR/CSCU actions at the end of Spring and during summer related to the FYE course and Diversity requirement.

Anthro update: Anthro options too limited; not pursuing it at this time; other options with Degree Works are the best option now.

Cross Functional Team Meetings – Collaborative meeting on campuses to ensure advising, admission, registrar and other effected offices are actively involved in the transfer process. We try to focus on gaps and areas of improvements; we have 6k students in Transfer Tickets; trying to smooth and access: What are we missing? What can we do better? What processes are in place? Steve would like to meet with campus CFTs annually.

TAP Coord Council: Backstory: Governance structure used TAP Coord Council to set direction, implementation plan, and changes to curriculum should go through Coord Council, then ASA ,and finally BOR. Work done related to consolidating Section B; afterward, we were informed they were just suggestions.

Problems identified: Who is on TAP CC? When do they meet? Membership lapsed with no clearly defined meetings.

 Co Chairs: Ken and Elsa Nunez as Univ Pres at System office + 6 academic officers, and 6 members from FAC. Six academic officers appointed (3 provosts and 3 Academic Deans); Previous issues related to a lack of trust related to TAP and Consolidation; Technically Coord Committee has a quorum and proves the system can exercise its control without FAC members, but process is a problem and actions taken this summer admittedly muddied the waters;

of faculty involvement.

In the absence of having a functioning TAP Coordinating Committee – nothing becomes policy. That dates back to the Spring of 2019, FIRC has made recommendations to align F30, Sp2019 CALT would no longer be a designated category, it would become an embedded category; along with everything we do related to revising F30 outcomes, etc. We are the curriculum committee and we are paralyzed until the TAP CC begin functioning.

There was additional discussion related to the FYE Course and subsequent addition of that same course to meet the Diversity requirement. CLIL designated as a specific course (not embedded); we are working to define CLIL Outcomes.

**Current Status of Outcome Review Process**

Chairs led facilitated discussion on establishing an outcome review process.

 CLIL Outcomes development? Math?

Ethics and CLIL: how do we address discipline specific outcomes? Differently?

How do we address the tensions in the Outcomes? How do we revise the language in the Outcomes to be assessable?

Are the Outcomes uniform/consistent – to the degree that they should be? Categories in transition need to be considered.

No clear path forward; How will we deal with embedded competencies?

Suggestion: Establish a process by moving something forward; History is the logical test case to determine timeline, steps, and process given it was our first area completed, was developed by the Historians, reviewed at FIRC and now finalized at the Feb meeting.

Next Meeting: Heidi and Sarah will put together some goals and how we will review the outcomes; that is forthcoming; will also forward AD report; discipline neutral?

Motion to adjourn. Susan, Matt second. Meeting Adjourned: 12:02

Dates of Future Meetings: FIRC meets on the second Friday of each month. The remaining Fall 2020 dates are 10/9, 11/13, 12/11.

Respectfully Submitted,

Elle Van Dermark

Secretary, Framework and Implementation Review Committee