

Draft Minutes  
**Sub-Committee on Curriculum**  
**December 13, 2018**  
**3:30 p.m. in M2-34**

Attendance: Mary Anne Celenza, Administrative Appointee; Chae Sweet, Administrative Appointee; Waverly Coleman, Administrative Appointee; Amy Birge, Administrative Appointee; David Prejsnar, Faculty Delegate; Joel Tannenbaum, Faculty Delegate; Simone Zelitch, Faculty Delegate; Simone Zelitch, Faculty Delegate; Cynthia Paul, Faculty Alternate; Elizabeth Canapary, Guest; Billy Love, Guest; Deborah Rossi, Guest.

**I. Call to Order**

Joel Tannenbaum called the meeting to order at 3:30

**II. Attendance**

An attendance sheet was circulated.

**III. Approval of Minutes 11/09/18**

Pending minor technical corrections, the minutes from 10/11/18 were approved unanimously.

**IV. Old Business**

- a. None

**V. New Business**

- a. Proposed Meeting Date Change; January 17, 2019

As our first meeting of the 2019 is scheduled during Professional Development Week, C. Sweet suggested postponing it to the following Thursday, January 17<sup>th</sup>. The motion passed unanimously.

C. Sweet let the committee know that we would probably be looking at 2-3 new programs and a program revision during that meeting, and 2-3 new or revised programs during our February meeting.

J. Tannenbaum will send the dates of all of the Spring 2019 meetings to members of the committee.

- b. Program Revisions

## i. Justice

E. Canapary, Coordinator of the Justice Program, described revisions in the document and their rationale. The revision proposes that the name of the program be changed from “Justice” to “Criminal Justice”. The program’s current name is anomalous to our college and poses problems for counselors, advisors, students and transfer partners.

In addition, several new courses have already gone through the Academic and Student Success Committee and are on track to be added to the program:

- DF 101: Introduction to Digital Forensics and DF 201: Digital Forensics II will provide students with insight on how technology can provide legally defensible evidence.
- JUST 131, placed early in the program sequence, will fulfill the Technological Competency Requirement in ways that are discipline specific.
- JUST 252, 222, 105 and 261 will no longer be mandated requirements. Students made it clear that they wanted great flexibility, and will now have a set of Criminal Justice electives to choose from which may allow them concentrate on a particular area of the discipline.
- The last two semesters include options in addition to the two-course foreign language sequence. The additional course-work will be relevant to Criminal Justice but may more directly relate to students’ interests and careers.

In short, the proposed revisions would create a more flexible program and make it easier for students to schedule classes, while maintaining its identity and ease of transfer. Todd Jones is in the process of revising transfer guides to Temple and Drexel.

E. Canapary was asked if changing the name from Justice to Criminal Justice implies that everyone who goes through the justice system is a criminal. Was there discussion about the implications? She replied that this had been taken into consideration, but practical aspects of the name of the program, on balance, were more important. She was also asked to clarify the language around the two-semester Foreign Language sequence, and realized that the word “or” was missing from the document on page 8, which caused some initial confusion. She also clarified that students who transfer into the program with CIS 103 would not be required to take JUST 131, that DF 101 will count as a General Elective, and that DF 201 as an upper-level Criminal Justice elective. She is uncertain whether the new courses can be added at NERC, as NERC students enrolled in the program often take early courses there, but shift to DIS for later courses, making it hard to achieve enrollment necessary for those courses to run on that campus.

Finally, E. Canapary gave additional information about the program. It has a transfer rate of 57%, most of whom went to Temple. Two years ago, the Philadelphia Police Department no longer required a degree to join the police force as they were not meeting their recruitment needs. However, the department does have an age requirement: 21. Students in the Justice program are often waiting until they meet that age requirement.

A motion was made to forward the revisions to the Justice degree to IWC with comments, pending approval of the minutes. The motion passed unanimously.

## ii Diagnostic Medical Imaging

Deborah L. Rossi presented the revisions to the DMI program. The proposed revision is extensive, reducing the program credits from 76-71 as a consequence of applying clinical hour formulas to seven clinical courses and reducing the summer courses (DMI 198, 199 and 299) from two credits to one. The document also contains nine course revisions and four new courses. The clinical components of DMI 131, 132, 231 and 232 were removed to create separate courses which clarify the program's clinical components. There will now be seven clinical courses, and three procedure courses. Finally, DMI 221 and 222 (Advance Imaging I and II) have been revised to include mammography, sonography and MRI which is a curriculum

Amy Birge, the coordinator of the Curriculum Facilitation Team, described the revision of the DMI Program as a massive undertaking, a process which made the sequence more coherent and, at the same time, ensured the program would meet current standards.

One delegate observed that English 101 is on the grid in Late Summer of Year One, and English 102 is on Late Summer of Year Two, a gap of a year which is not standard practice, in particular as English 102 fulfills the college's Information Literacy requirement. Several present made it clear that as DMI is a selective program, students almost without exception had already completed their general education requirements prior to acceptance. In addition, it would not be possible to rearrange the course sequence, as all program courses must be taken in a blocks to successfully complete the degree.

D. Rossi and Mary Ann Celenza described how the accrediting body assesses the program: it looks at its content and how students progress. The standards are applied both in the program's lecture format, as well as practice in the lab, and ultimately, in the field. The program always begins in the Late Summer semester. The number of students is limited to twenty-four based on availability of clinical sites. These students must be enrolled full-time.

D. Rossi also pointed out the extent to which course-revision reflects changes in the digital imaging field. Conventional film imaging is no longer taught, as it is no longer used. When asked if the college has purchased related equipment, R. Rossi and M. Celenza clarified that this equipment is expensive, and given the clinical requirements of the course, unnecessary, as students will practice their skills at clinical sites. Ultimately, the program's philosophy is to give students the best educational experience. They are good stewards without necessarily providing the most up-to-date technology within the college setting. Therefore, clinical sites appreciate the College's students because they come prepared. Finally, they were asked for the rationale behind the limited choices for a final Humanities elective. They explained that the options selected best aligned with the program. Alternative courses could be taken once students had graduated. Again,

the cohesion of the DMI program was emphasized; a single misstep would disqualify a student from completing the degree. If transfer students want to enter the program, their transcript would be evaluated.

Finally, an error was found on page 28: The Division of Math, Science and Health Careers is no longer in W2-7; it is now located in W1-1.

A motion was made to forward the revisions to the Justice degree to IWC with comments, pending approval of the minutes. The motion passed with one abstention.

Respectfully submitted,

Simone Zelitch  
Faculty Delegate