

Minutes
Sub-Committee on Curriculum
October 11, 2018
3:30 p.m. in M2-34

Attendance: Pam Carter, Administrative Appointee; Mary Anne Celenza, Administrative Appointee; Chae Sweet, Administrative Appointee; Amy Birge, Administrative Alternate; Bianca Cummings, Administrative Alternate; Jennifer Roberts, Administrative Alternate; Lynne Sutherland, Administrative Alternate; Joel Tannenbaum, Faculty Delegate; Melissa Altman-Traub, Faculty Delegate; Simone Zelitch, Faculty Delegate; Nicole Duncan-Kinard, Faculty Alternate; Asia Mapp, Student Delegate; Elizabeth Canapary, Guest; Billy Love, Guest

I. Call to Order

Joel Tannenbaum called the meeting to order at 3:30.

II. Attendance

The attendance sheet was circulated, and those present introduced themselves and their roles at the college.

III. Approval of Minutes: 9/13/18

Those present reviewed the minutes. Several edits on the minutes were discussed and with the understanding that the edits would be made, the minutes were approved.

IV. Old Business

- a. Approval of minutes 5/10/18

Those present reviewed the minutes. The minutes were approved.

V. New Business

- a. Digital Forensics

Billy Love, Social Science Department Head addressed the changes to the Digital Forensic Program reflected in the addendum, beginning with a definition of the term: “Digital forensics is a branch of forensic science encompassing the recovery and investigation of information found in digital devices, often in relation to computer crime. The goal is to preserve evidence in its original form while performing a structured investigation by collecting, identifying, and validating the digital information for the purpose of restructuring past events.”

B. Love then described the rationale for the changes in the courses listed which he described as a more efficient sequence. The proposed addendum removes CIS 105 Computer Systems Maintenance, which was originally written to focus on hardware, but is now about operating systems. Other courses in the Digital Forensics Program have been revised to include information about hardware. CIS 105 also created problems with transfer. In its place is English 115 Public Speaking which is relevant for students in the program, as they will have to conduct and give interviews, as well as participate in court proceedings. The Natural Science requirement is now either BIOL104, Forensic Biology, or EASC 111 Earth Science. Forensic Biology is valuable, as graduates will need to work with scientists in that discipline; Earth Science could be beneficial, as knowledge of the environment will help graduates consider environmentally based problems and solutions.

ENGL 112, Technical Writing, replaced the General Elective; graduates will need to create many technical documents as well as conduct research and use the internet. Other revisions include replacement of electives with SOC 101 and PSYCH 101; SOC 101 fulfills all three required Major Academic Approaches, and both courses will help graduates understand personal and social motivations. Finally, PHIL 211, Ethical Problems, a Humanities Elective, is related to the workplace environment faced by graduates where they will come into contact with unethical people, and may also be tempted to act unethically.

Those present asked for clarification or raised questions about a number of these selections. English 112 is seldom offered; had B. Love contacted the English Department in anticipation of the need for more sections of this course? In addition, is there a reason why no class in cyber-security was included? C. Sweet noted that the program addendum before the committee pre-dates these new courses, and if Digital Forensics was revised, they could be included. Others wondered if alternative courses could fulfill the Natural Science requirement, as there are not many sections of BIO 104 offered. Perhaps BIO 106 or STS 101 be considered as alternatives. B. Love said he would consider these points. In addition, it may be possible to add more sections of BIOL 104 as the program grows.

Finally, the group asked additional questions about the program itself. B. Love said that it was still possible to complete the degree at both the main campus and NERC. In addition, when asked how many students get the Associate's Degree alone in comparison to those who transfer to earn a Bachelor's Degree, B. Love said that the situation was complex. Locally, an Associate's in Digital Forensics often does not lead to jobs in the field, although such jobs are available in Virginia and Washington D.C. In addition, many students who enroll in the program are already working in the field, but were trained in-house, and come to the college to get an additional credential.

A motion was made to pass this addendum along with comments and suggestions, to the IWC pending approval of the minutes. The motion was passed unanimously.

b. Justice

Elizabeth Canapary enumerated changes in the Justice Program.

During the first semester, FYE 101 has been added, as recent assessment has shown that this course prepares students for college and provides guidance for General Education classes. Other changes include replacing a General Elective with Criminology which allows students to research on motivation for committing crimes. For the program's Natural Science requirement, the choices are between EASC 111 and BIOL 104. EASC is a popular choice with students who are not pursuing a degree in science. BIO 104 focuses on evidence, and thus is particularly important for Justice Program students. The curriculum also includes two foreign languages. This change reflects increased language diversity in Philadelphia, as well as easing transfer as four credits of a foreign language are required by Temple University.

The Justice Program has also removed its "clusters". Students found that configuration confusing and didn't realize that they could move between those clusters. Instead, two courses that were initially part of the clusters are required, and the program sequence ends with a choice from a variety of courses designated as a Justice Elective. E. Canapary added that JUS 291, formerly Contemporary Issues in Justice, had been revised since the addendum; it has a new name and new SLOs.

A number of questions and suggestions followed. Did the foreign language sequence need to be two levels of a single language? It would be worth examining Temple's requirements and reconsidering whether such a language sequence would be beneficial, with the understanding that exceptions could be made. E. Canapary was asked about program availability, and confirmed that the Justice Program would continue to be available at NERC as well as fully online. Once again, committee members pointed out that BIO 104 Forensic Biology ran few sections although it is popular with students in many programs, including art students. It is unclear whether Temple University accepts BIO 104 to fulfill its Natural Science requirement. However, some pointed out that what Temple has in writing and what Temple actually does in practice don't always match. Additionally, at this point, Temple does accept our Biology degree as their Biology degree.

A motion was made to pass this addendum along with comments and suggestions, to the IWC pending approval of the minutes. The motion was approved unanimously.

VI. Adjournment

The meeting adjourned at 4:30.

Respectfully submitted,

Simone Zelitch, Faculty Delegate

Secretary