

**Curriculum Leadership Team**  
**December 2, 2008**  
**Meeting Minutes**

Sharing Good News

- Nickie Alexander stopped by the Math Department on Learning Day. She hopes to be back after spring break. Her birthday is December 6. Please send her a card! Her address is 3400 Shoshone SW, Grandville 49418.
- Kevin Dobreff got married on November 9.
- Peggy Hallacy had a baby boy.
- Bernie Manker is a first-time grandfather.
- The annual *Songs for the Holidays* concert is Sunday, December 7 at 3pm at First United Methodist. It is free, open to public, and refreshments are served.
- The *Wild Party*, a musical, runs for 3 weekends, beginning on Thursday, December 4.
- A mystery drama, *Scotland Road*, directed by a GRCC alumnus runs Dec. 10-13.
- Steve Abid shared that, for the Social Science Department Learning Day, they read *The Limits of Power: The End of American Exceptionalism* by Andrew Bacevich, which he highly recommends. He also recently became a grandpa.
- Randy Sahajdack reported that Culinary Arts hosted visitors on campus from Joliet Junior College's culinary program. JJC is building a new culinary building – this is their 4<sup>th</sup> trip to GRCC.

CARP Discussion

Guests in attendance: Patti Trepkowski, Vicki Janowiak, Bill Ouchark, Laurie Foster, and Misty McClure.

The CLT survey conducted at the beginning of year showed CARP process was #1 issue of concern among CLT members.

Patti is aware of some concerns with process (getting lost in the middle of the process), ease of working on things, what's contained in CARP, etc.

What needs to be fixed/changed?

- Janet Paasche complimented Misty's responsiveness, but noted it is unacceptable when CARPs get lost. Many departments find they get lost.
- Becky Brinks thinks the CARP "assignment" piece is cumbersome. Both faculty and department heads need to access and make corrections at the same time. Make it a "live" document.
- Steve Abid thinks it would be easier if it the CARP were a WORD document while we are working on it. "Course approval" works well; "revision process" is the struggle.

- Some people questioned the value of the GLO's and wondered how we used GLO information and connected it to student success. Some faculty supported the value of GLO's but also wondered how the information is used by the institution.
- Sandy Andrews stated that since the CARP / curriculum revision process is course-driven, we can only do a course at a time, and this makes it difficult to focus on a department's curriculum as a whole. Sandy also suggested we put documents in discussion format and stop assigning them to one person at a time, as frustration takes away from good judgment.
- Some people noted that department heads rarely use the CARP system and aren't experts; then when they pass CARPs on to faculty, they are even less familiar with the system.
- Mike Vargo asked if other similar curriculum software is available. Nothing exactly like our CARP system is on the market, though there are similar products out there. Some faculty feel that this is an area that needs to continue to be explored.
- Ron Higgins felt that the CARP could be a great tool for students, but they can't find it on our website. Becky Brinks said that she gets sent transcripts and goes to other colleges' websites to determine transferability. In most cases, she can find the answers easily, but our information is not easy to find.
- Sandy Andrews felt that a "transfer link" would be a great feature to help students who are transferring to other institutions (although they would not need to see the whole CARP document).
- Many faculty felt that the GLO section could be better and more clearly designed.
- Many faculty felt that faculty should be more involved with designing and testing the CARP process.

#### Wrap-up by Patti

Patti noted that they are working on more user-friendly features. She would like to develop an advisory group of faculty. She also complimented Misty for her hard work. LRTS is working hard to understand the importance of CARP process and is making it a greater priority. They have scheduled someone to work on design features, etc.

#### Overview of CLT input on CARP Process

Laurie reiterated these key points which she heard from CLT members:

1. CARPS get lost
2. Assignment process is awkward – only 1 can use at a time
3. Word processing issues – you can't even put your cursor on the letter you want
4. More technical support for CARP is needed

Patti added that there is a list of improvements being worked on for the year. Once these are accomplished, LRTS will start working on the next list.

Finally, Laurie told Patti and our other guests that there were Associate Deans (for example, she and Paula Sullivan) and faculty (for example, Sandy Andrews and Randy Sahajdack) who were “willing to get their hands dirty” to work with her and LRTS to improve the CARP process.