



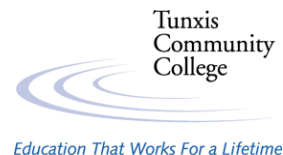
College of Technology Site Coordinators Meeting

Date: Friday, September 20, 2019

Hosted by: Tunxis Community College

271 Scott Swamp Road, Farmington, CT 06032

Building: 600 Room: 6-127/128



ATTENDEES

CT State Colleges & Universities

Karen Wosczyzna-Birch, Executive Director, College of Technology – Regional Center for Next Generation Manufacturing
Wendy Robicheau, Project Manager, College of Technology – Regional Center for Next Generation Manufacturing
Susan Spencer, Program Coordinator – COT programs, Gateway CC
Eric Flynn, Department Chair – Engineering & Applied Technologies, Gateway CC
Mary Bidwell, Dean of Advanced Manufacturing, Asnuntuck & Tunxis Community Colleges
Adam Scobie, Instructor, Housatonic Community College
Stella Litwinowicz, Assistant Professor, Math/Engineering
Felisha G. Fleurimond, Recruitment/Retention Coordinator, Housatonic CC
Rich DuPont, Director of Community & Campus Relations, Housatonic CC
Tracy Ariel, Director, Manufacturing, Manchester and Middlesex CCs
Deirdre D'Amore, Advanced Mfg Technology Advisor, Naugatuck Valley CC
H. Justin Moore, Associate Dean, Naugatuck Valley CC
Joe DeFeo, Director, Naugatuck Valley CC
Sharon Gusky, Professor, Northwestern CT CC
Crystal Wiggins, Faculty, Northwestern CT CC
Lin Lin, Program Coordinator, Middlesex CC
Jakob Spjut, Program Coordinator, Quinebaug Valley CC
Steve LaPointe, Director, Quinebaug Valley CC
Jodi Clark, Assistant Director, AMTC, Quinebaug Valley CC
Amy Feest, Academic Dean, Tunxis Community College
Mathew Spinelli, STEAM Director, Tunxis Community College
Michael Gentry, Program Coordinator, Three Rivers CC
Mark Vesligaj, Program Coordinator, Three Rivers CC

Other College & Universities

Matthew Enjalran, Professor & Chair, Physics, Southern CT State University
Omar Abuzaghlh, Assistant Professor, University of Bridgeport

High Schools

Christina Stisser, Mfg Cluster Consultant, CT Technical Education & Career System

MINUTES

Welcome Remarks – Amy Feest, Interim Dean of Academic Affairs, Tunxis Community College

- We are excited to have the College of Technology meeting at Tunxis CC let us know if there is any way we can support you.

Introductions & Updates – All Attendees

COT Program Discussions/Votes

- **Procedure for approval of COT programs and curriculum committee**
 - Per Jane Gates, Provost for the system, all programs that fall under the COT must go through the COT Curriculum Committee and Site Coordinators Council prior to going through the BOR approval process. This includes new programs, program modifications, program replications, and terminations. The processes are attached to these notes.
 - Academic Programming Forms and Guidance: <http://www.ct.edu/academics/approval> (there is a special form for a COT program replication, all other forms are the same)

- The current COT Curriculum Committee is:
 - Mary Bidwell, Asnuntuck and Tunxis Community Colleges
 - Felisha Guirand-Fleurimond, Housatonic Community College
 - Adam Scobie, Housatonic Community College
 - Jacob Spjut, Quinebaug Valley Community College
 - Sharon Gusky, Northwestern CT Community College
 - Lin Lin, Middlesex Community College
 - Mehrdad Faezi, Manchester Community College
- Make sure courses with the same title and course number have the same description and outcomes. Contact hours may also be an issue. The COT Curriculum Committee will look into these issues and bring their findings and recommendations back to the full Site Coordinators Council. The manufacturing directors will discuss issues as well and bring them to the curriculum committee and Site Coordinators Council as well.
- There are currently technology programs that are not part of COT.
- Karen will discuss the COT program alignment with the consolidation committee. The COT already discusses its program alignment through its Site Coordinators Meetings that occur monthly during the academic year.
- **Program Modification (Name Change) – Manufacturing Certificate: CNC Machine Technology to Advanced Manufacturing: Machine Technology, Housatonic Community College**
 - Felisha Guirand-Fleurimond and Rich DuPont stated that this change is based in local industry feedback and also a change back to the original name of the program. ACTION ITEM: Motion to approve the Program Modification (Name Change) – Manufacturing Certificate: CNC Machine Technology to Advanced Manufacturing: Machine Technology at Housatonic Community College by: Lin Lin, Middlesex Community College; Motion seconded by: Sharon Gusky, Northwestern CT Community College. The motion was unanimously approved with no objections and no abstentions. The program modification was approved.
 - Jakob Spjut of Quinebaug Valley CC stated that they will be discontinuing their plastics program. Please contact him if anyone would like the curriculum to adopt it at their colleges. There has been interest in industry boards at other colleges.

College of Technology – Regional Center for Next Generation Manufacturing – Dr. Karen Wosczyzna-Birch, Executive Director, COT-RCNGM

- **Apprenticeship Program Director Search** – The need for this position comes from the \$8 million US Department of Labor grant for apprenticeships that the CT State Colleges and Universities system received. The proposal involved partnerships with thirteen other states.
- **Manufacturing Technology Instructor Position** – This position was created for use throughout the community colleges to hire instructors who have experience in the manufacturing industry, but not the typically required higher education degrees. The Faculty Advisory Council (FAC) raised the issue that the position is violating union and accreditation policies. This position was created to teach as well as run labs. For regular faculty positions, campus CEOs can exempt higher education degree requirements. Karen Wosczyzna-Birch, Mary Bidwell, and Mike Lopez are presenting to the FAC on this position today. There should be separate meetings with campus HR representatives to clarify the difference between instructor and faculty positions.
- **CT Apprenticeship Program for Robotics and Automation (CAPRA)** – This grant was awarded to UConn by the Advanced Robotics for Manufacturing Institute. The community colleges and Central CT State University have subawards with them. The CCs and CCSU were able to receive ABB robotic arms through matching funds from CT DECD. This is just the first phase of the project and the goal is to bring other CCs onboard.
- **France Initiatives** – The CCs received two back-to-back grants from the French Embassy to create travel programs for students and faculty to go to France. Northwestern CT CC received grants from the US Department of State and the National Science Foundation (NSF) for partnerships with France, Spain, and Germany. The COT-RCNGM received an NSF grant for a travel program to go to France for a

minimum of two weeks. There were 12 of the NSF grants awarded across the US.

- **Technology Studies: Data Science Option A.S. Degree Approved for Northwestern CT CC** – Crystal Wiggins received full BOR approval for this option. She is currently talking to Central CT State University, Southern CT State University, University of St. Joseph's, and University of Hartford for articulation agreements.
- **COT-RCNGM Newsletter** – We will be creating a COT-RCNGM newsletter in late October/November. This will be used to define the COT-RCNGM and highlight events and news across our partner institutions. Site Coordinators can provide content. This will be distributed across the system to Site Coordinators and administrators.
- **CT Business & Industry Association** – Eric Brown at CBIA would like to include the COT manufacturing initiatives in the summit they are having on October 25th. CBIA is involved with the CT Manufacturers Association and Mary Bidwell will now be sitting in on their meetings.
- **AARP Scholarship** – This scholarship is available to any students in our community college manufacturing programs who are over 50 years old and willing to share their success story through AARP and the COT. The scholarship is administered through the Tunxis CC Foundation but is available for all community colleges.
- **NAF Academy Fundraiser – Sept. 22 (3pm-10pm) at Salute Restaurant, Hartford** – This will benefit three NAF Academies in Hartford with 10% of the restaurant's sales that day going to the academies.
- **NASA Space Grant RFP – Deadline 9/25/19** – Affiliate colleges can have faculty and students submit research proposals, travel proposals, and scholarship proposals.
- **Problem Based-Learning in Advanced Photonics Manufacturing Workshop** – This is a hybrid professional development program that will consist of webinars and an in-person workshop in July.
- The state manufacturing czar has not been chosen yet.

Upcoming COT Meetings

October 18, 2019 – Sacred Heart University

November 15, 2019 – Southern CT State University

January 24, 2020 – University of CT – Storrs Campus

February 21, 2020 – University of Hartford

March 27, 2020 – Central CT State University

April 17, 2020 – TBA

May 15, 2020 - TBA

Important Dates

September 22, 2019 - NAF Academy Fundraiser – 3pm-10pm at Salute Restaurant, Hartford

September 25, 2019 - NASA Space Grant RFP Deadline

July 2020 - Problem Based-Learning in Advanced Photonics Manufacturing Workshop