DRAFT Charge: Task Force on Related Instruction
5/8/18

Charge
Make a recommendation to Academic Affairs on a policy and relevant procedures for related instruction in CTE programs which provides:
1. Definitions/purpose statements for communication, computation, and human relations;
2. Alignment with state and accreditation standards, including
3. Assessable learning outcomes;
4. Criteria to guide approval decisions in Curriculum Committee.

The task force should consider the following issues:
1. Instructor qualifications
2. Minimum number of contact hours or credits in each category
3. Embedded vs stand-alone.
4. Feedback from stakeholders including COCC credit faculty.

Background
COCC has had various approaches to related instruction in the past.
- Related instruction was approved in its current state indirectly through the Foundational Skills Task Force (approved AA for 2010-2011).
- Academic Affairs formed a task force to develop human relations criteria, which was approved for 2011-12.
- In the course of the regional accreditation review cycle over the past 16 years, NWCCU has given COCC several recommendations to better identify or address related instruction.
- Further resources: https://www.cocc.edu/departments/curriculum/course-development/related-instruction.aspx

Timeline
Task force findings are to be presented to the Academic Affairs Committee by the end of February, 2019 (allows implementation during 19-20 to be effective 20-21.)

Membership
Faculty:
1. Communications (recommend writing or speech) representative
2. Computation (recommend math) representative
3. CTE representative
4. CTE from a department not already represented
5. CTE from a department not already represented
6. Open from a department not already represented
Non-faculty:
7. Director of Curriculum and Assessment