

MINUTES

CURRICULUM AND INSTRUCTION COMMITTEE

January 30, 2013

Copy to:

Andrea Kennedy, Chairperson

Scott Baker

Thom Brooks, ex-officio

Matt Cass

Betsy Clayton, recorder

Cheryl Contino-Conner

Cheryl Davids

Christy Deaver

Mitch Fischer

Melody Lawrence

Delos Monteith

Diane Page

Fairley Pollock

Ron Poor

Barbara Putman

Kirk Stephens

Terry Tolle

Phil Weast

cc:

Webmaster

Claudia Buchanan

Nancy Dills

Amanda Pressley

Kathy Thomas



Committee: Curriculum & Instruction

Date: Wednesday, January 30, 2013

Time: 3:30 PM

Place: Bradford Hall Conference Room

Members Attending: Scott Baker, Thom Brooks, Matt Cass, Cheryl Davids, Christy Deaver, Mitch Fischer, Melody Lawrence, Andrea Kennedy, Diane Page, Barbara Putman, Kirk Stephens, Hilary Seagle for Terry Tolle, and Phil Weast

I. Call to Order – Andrea Kennedy called the C & I meeting to order at 3:30 PM on January 30, 2013.

II. Approval of Minutes – Andrea sent the minutes for November 9, 2012 via email prior to meeting. Betsy Clayton provided the following clarifications on the minutes:

1. For Human Services Technology, the minutes should clarify that there was discussion that BIO 163, Basic Anatomy & Physiology made the Summer Semester “heavy” and it was moved into Spring 2. The effective term for this program should read 2013FA, instead of 2013SP.
2. SCC did not reactivate “Geomatics” (formerly known as Surveying Technology).
3. Scott Cline clarified in email (January 15, 2013), the Networking Technology Diploma will also be deactivated.

Barb Putman moved to accept the clarifications. Mitch Fischer seconded. The motion passed.

III. Open Issues

A. Arts & Sciences – Barb Putman

1. AA & Diploma, AS, AFA - Effective 2013FA
 - a) add Chinese 111, Elementary Chinese I and Chinese 112, Elementary Chinese II with Chinese 181 and 182 labs through a Level II agreement with Richmond Community College. This will not be a humanities option in AAS programs.

Kirk Stephens motioned to accept the Arts & Sciences proposal. Scott Baker seconded. Motion was approved.

B. Career Technologies – Scott Baker, all effective 2013FA

1. Computer Information Technology
 - a) add a local prerequisite of CSC 151 to CSC 284.
2. Welding Certificate & CCP
 - a) add local corequisites of WLD 111 to WLD 110 and WLD 111 to WLD 110 .
3. Air Conditioning Heating, and Refrigeration Diploma & Certificate
 - a) add a local prerequisites of AHR 110 to AHR 112 and AHR 113.
4. Business Administration - Electronic Commerce – Carolyn Porter
 - a) delete WEB 110 from the program. It was determined WEB 110 is part of the curriculum standard and could not be deleted. No action was taken on this program.
5. Business Administration, Certificate & CCP – Carolyn Porter
 - a) add an Accounting option to Spring 1: ACC 115, College Accounting or ACC 120, Principles of Financial Accounting.
 - b) add another option to Fall 2: Choose ACC 121, Principles of Managerial Accounting or BUS 240, Business Ethics..
6. Business Administration - Entrepreneurship – Carolyn Porter
 - a) add an Accounting option to Spring 1: ACC 115, College Accounting or ACC 120, Principles of Financial Accounting.
 - b) add option to Fall 2: Choose ACC 121, Principles of Managerial Accounting or MKT 223, Customer Service.
7. Business Administration - Office Administration – Carolyn Porter
 - a) add an Accounting option to Spring 1: ACC 115, College Accounting or ACC 120, Principles of Financial Accounting.
 - b) add option to Fall 2: Choose ACC 121, Principles of Managerial Accounting or BUS 125, Personal Finance.
8. Medical Office Administration – Carolyn Porter
 - a) add an Accounting option to Spring 1: ACC 115, College Accounting or ACC 120, Principles of Financial Accounting.

Mitch Fischer motioned to accept the all the Career Technologies proposals. Kirk Stephens seconded. Motion was approved.

C. Health Sciences – Mitch Fischer

1. Occupational Therapy Assistant - Proposed to add this new program of study to the Health Science Curriculum. The program addition will benefit some students better than PTA. The initial planning/meeting has occurred. This program has little flexibility and follows the curriculum standard closely. OTA would have a total of 5 semesters, with a spring semester start (2014SP) and 69 credit hours. The program would share some supplies and collaborate with PTA.
2. Physical Therapy Assistant:
 - a) submit a prerequisite removal to the system office. Remove PTA 160 prerequisite from PTA 240. It has been determined the 2013FA deadline for submission has passed. The submission will be turned in for 2014FA.
 - b) remove CIS 111 from Fall 1 and add CIS 110 as a program admission requirement. CIS 111 does not transfer. Reduced the program to 74 hours. Effective 2013FA.

3. Human Services Technology: Proposed changes mandated by WCU Articulation Agreement
 - a) add HEA 110, Personal Health & Wellness to SP 1.
 - b) Add COM 231, Public Speaking to FA 2.
 - c) Add 4th sentence to the program description: Graduates choosing to continue their education may transfer to Western Carolina University's Social Work Program as a junior. A degree in Social Work increases opportunities for employment in Mental Health, Nursing Homes, Veterans Services, Hospitals, Elementary and High Schools, Child Protective Services, Jails and Prisons, and Vocational Rehabilitation. Effective 2013FA.
4. Emergency Medical Science – Remove the diploma option due to no enrollment. Effective 2013FA.
5. Outdoor Leadership - Effective Fall 2013
 - a) Move PSY 150 to SP 1,
 - b) Move humanities elective to FA2,
 - c) Move MAT 140 to SP 2,
 - d) Move ODL 220 to FA2, and
 - e) Move technical elective to FA2. The electives will be split into two categories (revision from November 2012).
6. Nursing – RIBN (Regionally Increasing Baccalaureate Nurses) Agreement – Signed agreement with WCU to provide a dual enrolled Nursing program.
7. Nursing (ADN) – Effective 2013FA
 - a) Add ACA 111 to FA 1. Increased program hours to 72-73.
8. Nursing (ADN), AP Track – Effective 2013FA
 - a) Add NUR 211 to FA1.

Melody Lawrence moved to accept the proposed changes from Health Sciences. Phil Weast seconded. Motion was approved.

IV. Discussion Items

1. Thom Brooks brought discussion about minimum graduation GPA. It was discovered that the current policy manual says Academic Honors at graduation is awarded by program GPA, not cumulative GPA. Is this a policy we want to change for degree? Comments were:
 - a) Don't mix and match
 - b) Cumulative is simpler
 - c) Cumulative is unforgiving
 - d) Financial Aid impact
 - e) 2.0 program GPA is a good direction

No action was taken on this discussion. More information will be gathered and discussed further at next meeting. Continue current practice for now.

2. Thom Brooks brought discussion about Administrative Withdrawal and whether the College should adopt a policy. Comments were:
 - a) Liked administrative withdrawals but is concerned about online courses
 - b) Needs a clear cut language with dates
 - c) Many failing grades are "unofficial" withdrawals

No action was taken on this discussion. More information will be gathered and discussed at next meeting.

V. Adjournment

1. Andrea Kennedy adjourned the meeting at 4:48 PM.

Recorded by: Betsy Clayton
Betsy Clayton

Date: 2/13/13

Chairperson: Andrea Kennedy
Andrea Kennedy

Date: 2-12-13