

MINUTES

CURRICULUM AND INSTRUCTION COMMITTEE

January 24, 2014

Copy to:

Kirk Stephens, Chairperson
Darlene Anderson
Scott Baker
Thom Brooks, ex-officio
William Brothers
Matt Cass
Betsy Clayton, recorder
Barbara Connell
Cheryl Contino-Conner
Cheryl Davids
Johnathan Dean
Christy Deaver
Mitch Fischer
Melody Lawrence
Diane Page
Ron Poor
Barbara Putman
Hilary Seagle
Cindy Thompson
Phil Weast

cc:

Webmaster
Claudia Buchanan
Nancy Dills
Amanda Pressley
Angie Winchester



Committee: Curriculum & Instruction
Date: January 24, 2014
Time: 10:00 AM
Place: Bradford Hall Conference Room

Members Attending: Darlene Anderson, Scott Baker, Thom Brooks, William Brothers, Matt Cass, Cheryl Contino Conner, Cheryl Davids, Johnathan Dean, Christy Deaver, Mitch Fischer, Diane Page, Ron Poor, Barb Putman, Hilary Seagle, Cindy Thompson, Phil Weast, & Kirk Stephens

I. Call to Order – Kirk Stephens called the meeting to order at 10:00 AM.

A. Approval of Minutes – The minutes from December 6, 2013 were sent to the committee prior to meeting. Kirk asked if there were any comments or corrections. Cheryl Contino Conner mentioned a couple typos that she already discussed with Betsy. Cheryl motioned to accept the minutes. Diane Page seconded the motion. The motion passed.

II. Open Issues

A. Humanities/Social Science Electives

1. Health Science & Career Technologies provided a list of Humanities and Social Science electives that each program will use beginning Fall 2014 (handout). Betsy will update the catalog and web to reflect these choices. Christy Deaver mentioned that she will not need course substitutions until after Fall 2014. Discussion rose about the availability of seat-based electives. Thom Brooks clarified the availability as part of the focal shift and would be obligated to have enough sections.

B. Course Credit By Examination, Thom Brooks

1. Thom provided a handout with bullet points discussed during ISSA meeting. Course Credit affects very few students and not all courses are eligible to be challenged. After discussion and clarification of the proposal, Thom will move forward with the proposal to the Board Meeting.

C. AA Degree, Barb Putman

1. The AA degree has been redesigned by the NCCCS and has been reduced to 60 hours from 65. 53 elective courses have been eliminated, including the HEA/PED requirement. SCC will continue to offer few PED courses. Effective Fall 2014.
2. Add SPA 221, Spanish Conversation, 3.0.0.3. Effective Fall 2014
3. Eliminate all AA Premajors: A1010B, A1010D, A1010R, A1010F, A1010H, A1010A, A1010I, A1010J, A1010K, A1010L, A1010M, A1010N, A1010Z. Effective Fall 2014.

4. Add MAT 001 – Math Skills Support to our local course library. Very little information has been given on this course and how it will be used. The course was basically designed for supplemental instruction or required tutoring. SCC will need to develop a task force to determine guidelines. The class is non-credit.

D. AS Degree, Barb Putman

1. The AA degree has been redesigned by the NCCCS and has been reduced to 60 hours from 65. Science and Math have limited choices. Program cannot exceed 61 hours.

E. AFA, Barb Putman

1. Align core with AA & AS
2. Add prerequisite to ART 288 of ART 232, ART 241, ART 252, ART 282, & ART 284
3. ACA 111 option is available.

Phil Weast motioned to accept all the changes brought by Barb Putman. Cindy Thompson seconded. The motion passed.

F. Career Technologies, Scott Baker

1. Web Technologies – AAS. Proposed the following changes effective Fall 2014:
 - a) Move WEB 285 from SP 1 to SP 2
 - b) Delete WEB 120 from the program. Discussion rose about WEB 120 being in the certificate and what to do with it. Scott Baker will contact program coordinator for a response. ***Post Meeting Resolution: remove WEB 120 from the certificate C25290 and C25290DP. This will reduce the certificate hours from 18 to 15.
2. Computer Engineering Technology – AAS. Proposed the following change effective Fall 2014:
 - a) ELC 131, State mandated credit hour change: reduced from 5 to 4 hours.
 - b) Program Curriculum Description revision from State.
3. Electrical Engineering Technology – AAS. Proposed the following change effective Fall 2014:
 - c) ELC 131, State mandated credit hour change: reduced from 5 to 4 hours.
 - d) Program Curriculum Description revision from State.

A suggestion was made to add ACA 111 into CET and EET programs now that they had room for the credit hour. Ron Poor moved to make ACA optional. Committee Chair, Kirk Stephens called for a second on Poor's motion and it died for lack of second.

4. Electrical/Electronics Technology – Diploma and Certificates. Effective Fall 2014
 - a) State archived the program Electrical/Electronics (D35220) and approved a new title of Electrical System Technology D35130. The program of study remains the same, but will have a new curriculum description.

William Brothers motioned to accept the proposals. Mitch Fischer seconded the motion. The motion passed with one nay vote.

G. Health Sciences, Mitch Fischer

1. Emergency Medical Science – AAS, Bridging. Proposed the following changes effective Fall 2014.
 - a) Add MAT 143 & EMS 240
 - b) Delete CIS 110 & EMS 140

2. Emergency Medical Science - Certificate and CCP. Proposed the following changes effective Fall 2014.
 - a) Add MED 121 & MED 122, to Fall 1
 - b) Delete EMS 235, EMS 140, EMS 150
 - c) EMS 110 changed hours to 6.6.0.8
 - d) The EMS certificate will be induced to 14 SHC.

3. Radiography – AAS. Application for CT/MRI certificates effective 2014. Will apply for Diploma but offer certificate at this time. Radiography also presented statewide prerequisite/corequisite changes:
 - a) RAD 121 corequisite: RAD 112 and RAD 161
 - b) RAD 131 prerequisite: RAD 121 and corequisite: RAD 122 and RAD 171
 - c) RAD 211 prerequisite: RAD 122, RAD 131 and RAD 171
 - d) RAD 231 corequisite: RAD 211, RAD 241 and RAD 251
 - e) RAD 245 corequisite: RAD 211, RAD 241 and RAD 251
 - f) RAD 261 corequisite: RAD 245 and RAD 271
 - g) CT Certificate will include CAT 210, CAT 211 and CAT 225 for a total of 12 SHC
 - h) MRI Certificate will include MRI 210, MRI 211 and MRI 225 for a total of 12 SHC

4. Physical Therapy Assistant – AAS. Proposed the following changes effective Fall 2014.
 - a) Move PTA 160 to Fall 2 and PTA 282 to Summer.
 - b) Delete CIS 110 as a program prerequisite and add as *recommended*
 - c) Adding 4th sentence to course descriptions but after discussion, doesn't need them.

5. Nursing – RIBN Program. This program is not maintained via the State System Office, but it a collaboration of the AAS program and WCU's Bachelor's program. Proposed the following for the program:
 - a) There was question about MAT selection, but Barbara Connell stated on paper that she would use MAT 143 or higher
 - b) Move HEA 110 to Spring 1
 - c) Add NUR 117 to Fall 1
 - d) Delete CIS 110

6. Therapeutic & Diagnostic Services Diplomas – The State has developed Health Science Pathways that SCC will use in place of the AGE program. These pathways include Medical Assisting, Phlebotomy, Therapeutic Massage, Nursing Assistant, and EMS. These Pathways are attached.

Phil Weast motioned to accept the proposed changes. William Brothers seconded. The motion passed.

III. Adjournment - Kirk Stephens adjourned at 11:13 AM.

Recorded by: Betsy Clayton
Betsy Clayton

Date: 2/18/14

Chairperson: Kirk Stephens
Kirk Stephens

Date: 18 February 2014

Therapeutic & Diagnostic Services Diplomas

This curriculum is designed to prepare students for careers in the Health Sciences.

Students will complete general education courses that provide a foundation for success in nursing and allied health curricula. Students may select a career pathway that will prepare them for an entry level position in health care. Courses may also provide foundational knowledge needed in the pursuit of advanced health science degrees or programs.

Graduates should qualify for an entry-level job associated with the program major such as Emergency Medical Technician (EMT) or Advanced Emergency Medical Technician (AEMT), Medical Assistant, Nursing Assistant, Pharmacy Technician, Phlebotomist, or Massage Therapist dependent upon the selected program major.

***All Diplomas are pending NCCCS approval.

Emergency Medical Science D45910

(For Emergency Medical Science, Outdoor Leadership & Respiratory Therapy candidates)

A program that prepares graduates to enter the workforce as Emergency Medical Technicians or Advanced Emergency Medical Technicians. The course of study provides the student an opportunity to acquire basic life support knowledge and skills by utilizing classroom instruction, practical laboratory sessions, and hospital/field internships. Students progressing through the program may be eligible to apply for both state and national certification exams. Employment opportunities include ambulance services, fire and rescue agencies, air medical services, specialty areas of hospitals, industry, educational institutions, and government agencies.

Prefix	No.	Title	Class	Lab	Clinic	Credit
Fall Semester 1						
ENG	111	Expository Writing	3	0	0	3
BIO	168	Anatomy & Physiology I	3	3	0	4
MED	121	Medical Terminology I	3	0	0	3
EMS	110	EMT	6	6	0	8
		Totals	15	9	3	18
Spring Semester 1						
MED	122	Medical Terminology II	3	0	0	3
HSC	110	Orientation to Health Careers	1	0	0	1
EMS	120	Advanced EMT	4	6	0	6
EMS	121	Advanced EMT Clinical Practicum	0	0	2	2
BIO	169	Anatomy & Physiology II	3	3	0	4
		Totals	11	9	2	16
Summer Semester 1						
MAT	143	Quantitative Literacy	2	2	0	3
PSY	150	General Psychology	3	0	0	3
		Totals	5	2	0	6

Total Semester Hour Credits: 40

Contact: Eric Hester (828) 338-4277 ; ehester@southwesterncc.edu
Mitch Fischer (828) 339-4331 ; mfischer@southwesterncc.edu

Medical Assisting D45920

(For Medical Assisting, Health Information Technology, Human Services Technology, Medical Sonography, & Radiography candidates)

A program that prepares multi-skilled health care professionals qualified to perform administrative, clinical, and laboratory procedures. Course work includes instruction in scheduling appointments, medical records, introductory insurance procedures, computer operations; assisting with examinations/treatments, performing routine laboratory procedures, electrocardiography, and supervised medication administration. Graduates of CAAHEP-accredited medical assisting programs may be eligible to sit for the American Association of Medical Assistants' Certification Examination to become Certified Medical Assistants. Employment opportunities include physicians' offices, health maintenance organizations, health departments, and hospitals.

Prefix	No.	Title	Class	Lab	Clinic	Credit
Fall Semester 1						
ENG	111	Expository Writing	3	0	0	3
BIO	163	Basic Anatomy & Physiology	4	2	0	5
HSC	110	Orientation to Health Careers	1	0	0	1
MED	110	Orientation to Medical Assisting	1	0	0	1
MED	118	Medical Law & Ethics	2	0	0	2
MED	121	Medical Terminology I	3	0	0	3
MED	122	Medical Terminology II	3	0	0	3
		Totals	17	2	3	18

Spring Semester 1

MED	130	Administrative Office Procedures I	1	2	0	2
MED	131	Administrative Office Procedures II	1	2	0	2
MED	140	Exam Room Procedures I	3	4	0	5
MED	150	Laboratory Procedures I	3	4	0	5
MED	272	Drug Therapy	3	0	0	3
		Totals	11	12	0	17

Summer Semester 1

MED	260	MED Clinical Practicum	0	0	15	5
		Totals	0	0	15	5

Total Semester Hour Credits: 40

Contact: Melissa Allison-Brooks (828) 339-4391 ; m_allison@southwesterncc.edu

Mitch Fischer (828) 339-4331 ; mfischer@southwesterncc.edu

Nursing Assistant D45930

(For Certified Nursing Assistant & Nursing candidates)

A program that prepares individuals to work under the supervision of licensed health care professionals in performing nursing care and services for persons of all ages. Course work emphasizes growth and development throughout the life span, personal care, vital signs, communication, nutrition, medical asepsis, therapeutic activities, accident and fire safety, household environment and equipment management; family resources and services; and employment skills. Graduates of this program may be eligible to be listed on the Division of Health Service Regulation (DHSR) Nurse Aide registry as a Nursing Assistant I and the N.C. Board of Nursing Nurse Aide II registry as a Nursing Assistant II. They may be employed in home health agencies, hospitals, clinics, nursing homes, extended care facilities, and doctors' offices.

Prefix	No.	Title	Class	Lab	Clinic	Credit
Fall Semester I						
ENG	111	Expository Writing	3	0	0	3
BIO	168	Anatomy & Physiology I	3	3	0	4
NAS	101	Nursing Assistant I	3	4	3	6
NAS	103	Home Healthcare	2	0	0	2
PSY	150	General Psychology	3	0	0	3
		Totals	14	7	3	18

Spring Semester I

BIO	169	Anatomy & Physiology II	3	3	0	4
NAS	102	Nursing Assistant II	3	2	6	6
NAS	107	Medication Aide	0	2	0	1
CHM	131	Introduction to Chemistry	3	0	0	3
CHM	131A	Introduction to Chemistry Lab	0	3	0	1
		Totals	9	10	6	15

Summer Semester I

HSC	110	Orientation to Health Careers	1	0	0	1
MED	121	Medical Terminology I	3	0	0	3
MED	122	Medical Terminology II	3	0	0	3
		Totals	7	0	0	7

Total Semester Credit Hours: 40

Contact: Tneshia Richards (828) 339-4459 ; t_richards@southwesterncc.edu

Mitch Fischer (828) 339-4331 ; mfischer@southwesterncc.edu

Phlebotomy D45950

(For Medical Laboratory Technology candidates)

A program that prepares individuals to obtain blood and other specimens for the purpose of laboratory analysis. Course work includes proper specimen collection and handling, communication skills, and maintaining patient data. Graduates may qualify for employment in hospitals, clinics, physicians' offices, and other health care settings and may be eligible for national certification as phlebotomy technicians.

Prefix	No.	Title	Class	Lab	Clinic	Credit
Fall Semester I						
ENG	111	Expository Writing	3	0	0	3
MAT	143	Quantitative Literacy	2	2	0	3
HSC	120	CPR	0	2	0	1
PBT	100	Phlebotomy Technology	5	2	0	6
PBT	101	Phlebotomy Practicum	0	0	9	3
		Totals	10	6	9	16
Spring Semester I						
PSY	150	General Psychology	3	0	0	3
MED	121	Medical Terminology I	3	0	0	3
MED	122	Medical Terminology II	3	0	0	3
BIO	111	General Biology	3	3	0	4
CIS	110	Introduction to Computers	2	2	0	3
		Totals	14	5	3	16
Summer 1						
HSC	110	Orientation to Health Careers	1	0	0	1
HEA	110	Personal Health & Wellness	3	0	0	3
		Totals	4	0	0	4

Total Semester Hour Credits: 36

Contact: Andrea Kennedy (828) 339-4312 ; andrea@southwesterncc.edu

Mitch Fischer (828) 339-4331 ; mfischer@southwesterncc.edu

Therapeutic Massage D45960

(For Physical Therapy Assistant, Occupational Therapy Assistant, & Massage Therapy candidates)

A program that prepares graduates to work in direct client care settings to provide manipulation, methodical pressure, friction and kneading of the body for maintaining wellness or treating alterations in wellness throughout the lifespan. Courses work includes content in normal human anatomy and physiology, therapeutic massage, and ethical/legal issues. Employment opportunities include hospitals/rehabilitation centers, health departments, home health, medical offices, nursing homes, spas/health/sports clubs, and private practice. Graduates may be eligible to take the Massage and Bodywork Licensing Exam or the National Certification for Therapeutic Massage and Bodywork.

Prefix	No.	Title	Class	Lab	Clinic	Credit
Fall Semester I						
ENG	111	Expository Writing	3	0	0	3
BIO	168	Anatomy & Physiology I	3	3	0	4
MTH	110	Fundamentals of Massage	6	9	3	10
		Totals	12	12	3	17
Spring Semester 1						
MTH	120	Therapeutic Massage Applications	6	9	3	10
MTH	125	Ethics of Massage	2	0	0	2
BIO	169	Anatomy & Physiology II	3	3	0	4
		Totals	11	12	3	16
Summer Semester 1						
PSY	150	General Psychology	3	0	0	3
HSC	110	Orientation to Health Careers	1	0	0	1
MED	121	Medical Terminology I	3	0	0	3
		Totals	7	0	0	7

Total Semester Hour Credits: 40

Contact: Mitch Fischer (828) 339-4331 ; mfischer@southwesterncc.edu