

Copy to:

Carolyn Porter, Chair
Linda Aiken
Dominique Barwatt
Erin Bock
Thom Brooks, ex-officio
Ashley Burleson
Sayward Cabe
Betsy Clayton, Recorder
Cheryl Davids
Savannah DeHart
Mark Ellison
Bethany Emory
Melissa Hyatt
Clyanne Hyde
Pamela Judson
Michael McIntosh
Danell Moses
David Myers
Meg Petty
Barbara Putman
Marty Rowland
Hilary Seagle
Paul Wolf

cc:

Jande Clayton
April Fouweather
Ben Haines
April McNiff
Donna Wilson

Committee: Curriculum & Instruction
Date: January 26, 2023
Time: 2 pm
Place: Burrell 102B

Members Attending: Linda Aiken, Dominique Barwatt, Erin Bock, Thom Brooks, Sayward Cabe, Betsy Clayton, Savannah DeHart, Mark Ellison, Bethany Emory, Clyanne Hyde, Pamela Judson, Meg Petty, Barb Putman, Hilary Seagle, and Carolyn Porter, Chair.

I. Call to Order –Carolyn Porter called the meeting to order at 2 pm.

A. Approval of Minutes

The following minutes were provided prior to the meeting for review.

1. 2022_10_19

Porter asked for amendments to the above-mentioned minutes. There was no discussion. The minutes stand approved.

II. Open Issues

A. Career Technologies – Barbara Putman standing in for Danell Moses

1. Criminal Justice Technology – AAS, Fall 2023

a) MOVE the following:

1. CJC 120 and WBL 111 to Spring 2 as a choose one of the following,
2. CJC 121 to FA1,
3. CJC 214 to FA2

b) ADD the following:

1. CJC 225 Crisis Intervention and CJC 232 Civil Liability to SP2 as a choose one of the following,
2. CJC 264 Policing in the 21st Century to FA2 (as a choose one with CJC 214)

c) DELETE the following:

1. CJC 223
2. CJC 222

2. Criminal Justice Technology – Certificate, CCP, Fall 2023

- a) ADD CJC 121 Law Enforcement Operations
- b) DELETE CJC 112 Criminology

3. Early Child Care Workforce – Certificate, Fall 2023

- a) Add a new certificate (C55820) that consists of EDU 119, EDU 151, EDU 162 and the following new courses EDU 159, EDU 130 and EDU 188
- b) This certificate is different than what we currently offer as it focuses on different age groups, such as after school programs

4. **Medical Office Administration – AAS, Fall 2023**
 - a) ADD OST 171 Intro to Virtual Office to SP1
 - b) DELETE OST 184 Records Management
5. **Medical Office Administration – Certificate Fall 2023**
 - a) Add a new certificate (C25310P), Patient Services Representative consisting of BUS 260, ENG 111, MKT 223, OST 149 and OST 286
6. **Medical Office Administration – Certificate Fall 2023**
 - a) Revise the current CCP certificate (C25310CP) by deleting ACA 111 then making a traditional certificate that duplicates it (C25310)
7. **Office Administration – AAS and Diploma, Fall 2023**
 - a) ADD the following:
 1. OST 171 to AAS and Diploma in SP1
 2. ACC 120 AAS only in FA2
 - b) DELETE the following:
 1. OST 184 from AAS and Diploma
 2. ACC 115 AAS only
8. **Office Administration – Certificates, Fall 2023**
 - a) ADD new Customer Service certificate (C25370C), consisting of BUS 260, ENG 111, MKT 223, OST 171 and OST 286.
 - b) ADD new Office Finance Certificate (C25370F), consisting of ACC 120, BUS 125, CIS 110 and OST 153
9. **Outdoor Leadership, AAS, Fall 2023**
 - c) Revise Course Title ODL 228 (Outdoor Leadership for Special Populations) to Diversity and Inclusion in ODL
10. **Outdoor Leadership Wilderness Emergency Medicine, Certificate, Fall 2023**
 - d) DELETE ACA 111 and EMS 243

There was no discussion about the above proposals. Hilary Seagle motioned to accept all as presented. Linda Aiken seconded the motion. The motion passed unanimously.

B. General Education updates

- a) Dr. Putman continued to present for Danell to ADD the following:
 1. ADD: ENG 110 to ADV, AHR, AUT, CJC, CUL, CCT, WLD (program & catalog)
 2. ADD: MAT 110 to ADV (program & catalog)
 3. ADD: PSY 118 to ACC, ADV, AUT, BUS (tracks), CJC, CUL, CCT, IT (tracks), MOA and WLD (program & catalog)
 4. Putman added that in discussion with Danell, she asked to add a 4th line to these course descriptions stating they are non-transfer courses. This becomes an advising situation with students to ensure they realize these courses do not transfer.
 5. Seagle stated she would prefer these to stay within the trades only
 6. It was asked why Cosmetology wasn't included and suggested that it gets included

Sayward Cabe motioned to accept these additions with the amendment of including Cosmetology. Dominique Barwatt seconded the motion. One (1) opposed, the rest in favor. The motion carries.

- b) Clyanne proposed adding more general education option to all AAS programs to sit in the background as allowed by the curriculum standards to reduce course sub forms (program only – not catalog)
 - 1. ENG/COM: ENG 112, ENG 114, COM 120, COM 231
 - 2. MAT: MAT 110, MAT 143, MAT 152, MAT 171
 - 3. SOC: ECO 151, ECO 251, ECO 252, HIS 111, HIS 112 HIS 121, HIS 122, HIS 131, HIS 132, POL 120, PSY 118, PSY 150, SOC 210, SOC 213, SOC 220, SOC 225
 - 4. HUM: ART 111, ART 114, ART 115, ART 131, ART 240, ART 261, ART 288, COM 140, ENG 125, ENG 231, ENG 232, ENG 241, ENG 242, HUM 110, HUM 115, HUM 121, HUM 122, HUM 130, HUM 160, HUM 230, MUS 110, MUS 112, PHI 215, PHI 240, REL 111, REL 112.

Cabe motioned to accept the general education proposal with the amendment to only include MAT 110 in programs that did not require a higher math. Putman seconded the motion. There was no opposition and the motion passed.

C. Health Sciences – Thom Brooks standing in for Melissa Hyatt

- 1. **AGE Nursing A1030N and A103000E – AGE, Fall 2023**
 - a) Discontinue using A1030N as the Nursing pre-major and revert back to A103000E
 - b) (We will keep the A1030N code if needed and not discontinue the program all together)
- 2. **Health Information Technology – Certificates, Fall 2023**
 - a) ADD new traditional and CCP certificate to Health Information Technology consisting of HIT 110, HIT 112, HIT 114 AND HIT 225 (C45360 and C45360CP)
 - b) ADD new CCP certificate (C453601P) duplicating the traditional Health Informatics certificate.
- 3. **Human Services Technology – CCP certificate, Fall 2023**
 - a) ADD CCP certificate duplicating the traditional HSE certificate
- 4. **Medical Sonography – AAS, Fall 2023**
 - a) ADD the following:
 - 1. SON 275, Pediatric Sonography to Summer
 - 2. MAT 143
 - b) DELETE the following:
 - 1. SON 222, Selected SON Clinical Ed
 - 2. MAT 152
 - 3. There was discussion around deleting MAT 152 and why not leave it as an or MAT 152
- 5. **Opticianry – Certificate, Fall 2023**
 - a) ADD a Contact Lense Certificate (traditional and CCP – C45560 and C45560CP) consisting of OPH 121, OPH 141, OPH 261, & OPH 262
- 6. **Radiography – AAS, Fall 2023**
 - a) ADD the following:
 - 1. RAD 281, Rad Clinical Elective to Summer
- 7. **Therapeutic Massage – AAS, Fall 2023**
 - a) ADD MTH 180, Therapeutic Massage Bridging Course to the program. This will allow licensed therapists to seek a degree in Therapeutic Massage.
 - 1. Discussion around what would be credited for a licensed therapist. Thom stated the courses but the group asked for this in writing, which will be provided to the committee and stated in the catalog.

Meg Petty motioned to accept the changes with the amendment to add 'or MAT 152' to Sonography's Math proposal. Linda Aiken seconded. The motion passed unanimously.

III. Other Business

A. Other Business

Porter asked if there was any other C & I related business to discuss. Seagle suggested looking at the use of courses older than x number of years. Cabe mentioned this was addressed on page 25 of the catalog for general education courses and for technical programs states a review by program coordinator and/or dean.

Judson questioned the Medical Sonography semester sequence; she thought it was supposed to change but no paper work had been sent in. She also questioned PHY 110/PHY 110A vs PHY 125 in Medical Sonography & PTA. There was light discussion around this and the committee asked her to bring these items to the committee for an evote.

IV. Adjournment

A. Savannah DeHart motioned to end the meeting and Mark Ellison seconded. The meeting was adjourned at 3 pm.

Recorded by:

Betsy Clayton

Date: 1/27/23

Chairperson:



Date: 10/27/23