

## **Minutes**

### **College Curriculum and Instruction Committee**

**February 23, 2007**

copy to:

Rudy Beharrysingh, Chairperson  
Gene Couch, ex-officio  
Sandra Bunn, Webmaster  
Dr. Cecil Groves  
Library  
Thom Brooks  
Tracy Chapple  
Scott Cline  
Cheryl Contino-Conner  
Christy Deaver  
Liz Guertin  
Debra Klavohn  
Melody Lawrence  
Susan McCaskill  
Wanda Morris - Faculty Senate Representative  
Gene Norton  
Ron Poor  
Barbara Putman  
Andrea Rowland  
Hilary Seagle  
Phil Weast

## SOUTHWESTERN COMMUNITY COLLEGE

**Committee:** COLLEGE CURRICULUM AND INSTRUCTION

**Date:** February 23, 2007

**Time:** 3:00 p.m.

**Place:** Room 105, Oaks Hall

**Members Attending:** Rudy Beharrysingh, Thom Brooks, Scott Cline, Cheryl Contino-Conner, Gene Couch, Debra Klavohn, Melody Lawrence, Wanda Morris, Ron Poor, Barbara Putman and Phil Weast.

**Members Absent:** Tracy Chapple Christy Deaver, Liz Guertin, Susan McCaskill, Gene Norton, Andrea Rowland and Hilary Seagle

**Call to Order:** Rudy Beharrysingh, Chairperson, called the meeting to order at 3:00 p.m.

### Approval of Minutes

Minutes were approved as printed. Motion to approve by Phil Weast; seconded by Melody Lawrence.

### Program Changes

**Arts & Sciences – presented by Barb Putman**

#### **Information item:**

Add FRE 111 and FRE 112 to the AA program of study.

#### **Action Items:**

##### **Add: RED 111, Critical Reading for College**

This course will be required for selected the Early College High School students whose CPT scores and academic performance indicate that they would benefit from a semester-long study of effective critical reading strategies. The course will be an elective in the Early College program. It is not articulated as a transferable elective.

Motion to accept this change was made by Phil Weast; seconded by Scott Cline.  
Approved.

##### **Delete: A1010C, Premajor in Business Education and Marketing Education.**

This program has been misleading to students. Removing it will be doing a better job.

Motion to accept was made by Cheryl Contino-Conner; seconded by Melody Lawrence.  
Approved.

## Health Sciences

### Outdoor Leadership

**Add: New Course, ODL 286, Professional Issues in Outdoor Leadership, 2-2-3, to Spring 2.**

**Delete: ODL 298, Seminar in ODL, 1-3-2, from Spring 2.**

The course would replace ODL 298, Seminar in ODL, 1-3-2. By revising the course name, number description and contact hours, the course will meet NCCCS requirements and better articulate the course intent—capstone course culminating the student’s education journey and preparation for entry-level employment in the Outdoor Industry. (New course description is attached.)

**ADD: New Technical Elective Course, ODL 284, Principles of Ecotourism, 2-2-3.**

This course is designed to meet a growing market need for outdoor leaders. (New course description is attached.) This may lead to a degree in ecotourism. Course could also be marketed to “Bed and Breakfast” owners.

Motion to accept was made by Cheryl Contino-Conner; seconded by Phil Weast.  
Approved.

## Career Technologies

### Real Estate

**ADD: RLS 120, Real Estate Practice to required courses.**

Adding this course will comply with the new post-licensing course requirements from NC Real Estate Commission.

**Reduce selected electives to 2 hours.**

### Criminal Justice-Latent Evidence

**Add: CJC 132, Court Procedure & Evidence, 3-0-3, to Fall 2.**

**Move: Humanities Elective from Fall 2 to Spring 2.**

**Delete: CJC 244, Footwear & Tire Imprints, from Spring 2.**

The subject matter in CJC 244 is sufficiently covered in CJC 144, 221, and 245.

### Advertising & Graphic Design

**ADD: GRD 210, Airbrush I and WEB 120, Introduction to Internet Multimedia (as an option to MKT 123), to Spring 2.**

This change will provide students with additional courses for developing computer graphic skill and airbrush skill.

Office System Technology-Virtual Office Assistant

**Add: Choose one of the following – ACC 115, College Accounting or ACC 120, Principals of Financial Accounting to Spring Semester 1. This will replace ACC 115.**

**Move: BUS 260, Business Communication from Fall 2 to Spring 2, and OST 164 from Spring 2 to Fall 2.**

This move will better prepare students with editing and proofreading skills prior to taking the Business Communication course.

Office Systems Technology

**Add: ACC 150, Accounting Software Applications, 1-2-2, to Spring 2; BUS 125, Personal Finance, 3-0-3, to Spring 2; WEB 140, Web Development Tools, 2-2-3, to Fall 2; Choose one of the following – ACC 115, College Accounting, 3-2-4, or ACC 120, Principles of Financial Accounting, 3-2-4, to Spring 1 (currently require ACC 115)**

**Move: BUS 260, Business Communication, from Fall 2 to Spring 2; OST 138, Advanced Software Applications, from Spring 2 to Fall 2; OST 164, Text Editing Applications, from Spring 2 to Fall 2; OST 233, Office Publications Design, from Spring 2 to Fall 2.**

**Delete: ACC 129, Individual Income Taxes, 2-2-3, from Fall 2; OST 162, Executive Terminology, 3-0-3, from Fall 2; OST 284, Emerging Technologies, 1-2-2, from Fall 2.**

The rationale for these changes is: Courses in executive terminology, personal income taxes, and emerging technologies are replaced with personal finance, accounting software and web development software courses to address current needs of the OST profession.

Networking Technology

**ADD: Diploma option (39 hours)**

This will provide an option for students to complete a program of study for intermediate skill development in networking technology. (Diploma semester listing is attached.)

Motion to accept the above changes for the Career Technologies programs was made by Ron Poor; seconded by Phil Weast. Approved.

**Early College/The Concurrent Enrollment Placement Committee Update – by Gene Couch**

The college has an open admission policy. However high school students will be admitted to the early college with the advice of Dr. Connie Haire and Fairley Pollock. In addition entrance into college classes will still have detailed requirements such as CPT scores etc. This also applies to Huskins and Dual-Enrolled students. The “Concurrent Enrollment Placement Committee” will be responsible for setting standards for high school students to place into college level classes. These standards are not different from the standards for all SCC students.

**Other Business**

Gene Couch announced that the college is sending two new program applications to the System Office for approval: Medical Assisting and Civil Engineering Technology. The committee agrees with this decision.

The next meeting will be announced later.

A motion to adjourn was made by Phil Weast; seconded by Cheryl-Contino Conner. Motion passed.

The meeting adjourned at 4:12 p.m.

Transcribed by: Elizabeth Guertin  
Elizabeth Guertin

Date: 3-7-07

Chairperson: Rudy Beharrysingh  
Rudy Beharrysingh

Date: March 12 2007

February 23, 2007  
Changes in ODL curriculum  
Curriculum and Instruction Committee

### **RATIONAL FOR COURSE REVISION**

Revise course name, number, description, and contact hours to meet NCCC system requirements and better articulate the course intent-- capstone course culminating the student's education journey and preparation for entry-level employment in the Outdoor Industry.

### **CURRENT COURSE**

ODL 298 Seminar in ODL 1-3-2

Description: This course is designed for advanced students in outdoor leadership as a culmination to their educational experience. Topics include areas of specialization in outdoor leadership, preparation of a portfolio and prepare the student for employment in the outdoor industry. Upon completion, the student will be able to articulate how outdoor leadership and experiential education can be integrated into future employment opportunities.

*New*

### **REVISED COURSE**

ODL 286 Professional Issues in Outdoor Leadership 2-2-3

This course is designed to provide a capstone experience in preparation for employment in the outdoor industry. Topics include an examination of professional issues, ethics, and current theoretical perspectives in outdoor leadership and preparation of an outdoor experience portfolio. Upon completion, students should be able to articulate the conceptual knowledge of ethics and professional issues of an emerging outdoor leader.

### **NEW TECHNICAL ELECTIVE COURSE**

#### **RATIONAL FOR NEW COURSE**

**Course is designed to meet a growing market need for outdoor leaders**

ODL 284 Principles of Ecotourism 2-2-3

Topics include the history, concepts, principles, marketing, planning and management of ecotourism activities which promote cultural and environmental awareness and local economic benefits. Upon completion, students should be able to demonstrate an understanding of the concepts, practical skills, and techniques used in developing appropriate ecotourism activities.

**2-23-07 C&I Committee Approval**  
**Networking Technologies Diploma Program (D25340)**  
**Effective Fall 2007**

**Fall 1**

Prefix	Number	Title	Class	Lab	Credit
CIS	110	Introduction to Computers	2	2	3
ENG	111	Expository Writing	3	0	3
NET	110	Networking Concepts	2	2	3
NOS	110	Operating System Concepts	<u>2</u>	<u>3</u>	<u>3</u>
		Totals	9	7	12

**Spring 1**

CIS	115	Introduction to Programming & Logic	2	3	3
CTS	120	Hardware/Software Support	2	3	3
DBA	110	Database Concepts	2	3	3
NOS	130	Windows Single User	2	2	3
SEC	110	Security Concepts	<u>3</u>	<u>0</u>	<u>3</u>
		Totals	11	11	15

**Fall 2**

NET	125	Networking Basics	1	4	3
NET	126	Routing Basics	1	4	3
NOS	230	Windows Administration 1	2	2	3
***	***	Social Science Elective	<u>3</u>	<u>0</u>	<u>3</u>
		Totals	7	10	12

Total Semester Credit Hours: 39