

MINUTES

COLLEGE CURRICULUM AND INSTRUCTION COMMITTEE

October 6, 2008

Copy to:

Andrea Kennedy, Chairperson

Thom Brooks

Cheryl Contino-Conner

Gene Couch (ex-officio)

Christy Deaver

Mitch Fischer

Debra Klavohn

Melody Lawrence

Susan McCaskill

Delos Monteith

Fairley Pollock

Ron Poor

Barbara Putman

Hilary Seagle

Kirk Stephens

Wilda Walker

Phil Weast

SOUTHWESTERN COMMUNITY COLLEGE

Committee: COLLEGE CURRICULUM AND INSTRUCTION

Date: October 6, 2008

Time: 2:00 P.M.

Place: Conference Room, Bradford Hall

Members Attending: Thom Brooks, Cheryl Contino-Conner, Gene Couch, Christy Deaver, Mitch Fischer, Andrea Kennedy, Debra Klavohn, Susan McCaskill, Delos Monteith, Darlene Peebles, Fairley Pollock, Ron Poor, Barb Putman, Hilary Seagle, Kirk Stephens, Wilda Walker, Phil Weast

Guests Attending: Paul Wolf, Elizabeth Haynes

Members Absent: Melody Lawrence

Andrea Kennedy called the meeting to order at 2:00 p.m.

Approval of Minutes

The minutes of the February 27, 2008 meeting were approved as submitted. Motion to accept the minutes: Kirk Stephens, seconded by Barb Putman. Accepted.

Open Issues

Andrea Kennedy introduced three new members: Delos Monteith, Fairley Pollock and Wilda Walker.

Curriculum Changes

Arts and Sciences

For Fall 2009: Add Physics 152 College Physics II to AA, College Transfer course offerings. The change will broaden our physics course offerings and possibly attract additional students.

For Fall 2009: Add PED 142 Lifetime Sports, PED 210 Team Sports, and PED 211 New Games to AA, College Transfer course offerings. The three PE requests were initiated by the Early College Liaison.

Move to accept: Cheryl Contino-Conner, seconded by Mitch Fischer. Accepted.

Career Technologies

Elizabeth Haynes requested curriculum changes for Office Administration Programs:

Class/Lab/Credit Hours changed as mandated by the state:

	Current Hours	Changed to:
OST 136 Word Processing	1-2-0-2	2-2-0-3
OST 137 Office Software Applications	1-2-0-2	2-2-0-3
OST 184 Records Management	1-2-0-2	2-2-0-3
OST 223 Machine Transcription I to OST 223 Administrative Office Transcription I	1-2-0-2	2-2-0-3
OST 289 Office Systems Management to OST 289 Administrative Office Management (<i>Title Change Only</i>)	2-2-0-3	2-2-0-3

Change in Catalog:

Office Administration – Code A25360

Add 4th Sentence to course description

Course	4th Sentence
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OST 131	This is the entry level course for keyboarding.
OST 132	This is the intermediate level course for keyboarding.
OST 134	This is the advanced level course for keyboarding.

Office Administration – Virtual Office – Code A2536C

Add 4th Sentence to course description (**The following are changes**)

Course	4th Sentence
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OST 171	This course is a unique requirement of the Virtual Office concentration in the Office Administration program.
OST 271	This course is a unique requirement of the Virtual Office concentration in the Office Administration program.
OST 272	This course is a unique requirement of the Virtual Office concentration in the Office Administration program

Proposed change: Civil Engineering Technology A40140 and Surveying Technology A40380, date for proposed changes: Fall 2009. Replace MAT 161 & 162 with MAT 171/171A & 172/172A to prepare students in precalculus algebra and trigonometry. This will better prepare students and enhance transfer opportunities for surveying and construction management B.S. programs.

Proposed change: Accounting A25100; C25100, date for proposed changes: Fall 2009. Adding ACC 180 Practices in Bookkeeping and ACC 240 Gov & Not-for-Profit Acct. Deleting ACC 215 Ethics in Accounting and BAF 235 Analyzing Financial Statements. To provide students with needed instruction in non-profit & governmental accounting and to provide an opportunity for students to integrate accounting concepts in preparation for professional bookkeeper certification.

Motion to accept: Phil Weast, seconded by Ron Poor. Accepted.

Health and Sciences Division

Human Services Technology/Substance Abuse, C4538E - Implementation date for proposed changes: Spring 2009. Proposed to add SAB 240 SAB Issues in Client Services. This course contains additional information on ethics and blood pathogens. The North Carolina substance-abuse certification Board requires the educational component of ethics and blood pathogens. Secondly, the certificate needs to have at least 16 credit hours in order for students to apply for financial aid. Adding another course meets these requirements.

Respiratory Therapy ,A45720 – Implementation date for proposed changes: Fall 2009. Change RCP 113 to Spring 1 and RCP 114 to Fall 1. We have found that by providing students with Cardiopulmonary Anatomy and Physiology at the beginning of their education gives them a far better understanding of how the respiratory system works, thus making their understanding of all the courses that follow better. Also respiratory therapy pharmacology is a vitally important and complex course that would best be taken after they have experience in how SCC’s respiratory therapy program functions. By adding RCP 122, 123 and 222 (Special Practice Labs) we could be able to ensure that each student has the skills and proficiency to perform well in the clinical site. We will utilize several types of clinical equipment including the “Sim Man”, an interactive mannequin that reproduces physical abnormalities and can be controlled by the operator. Deleting RCP 135 – Clinical Practice I, RCP 144 – Clinical Practice II, and RCP 156 – Clinical Practice III will be replaced by the new Special Practice Labs.

Add RCP 212 – Rehab/Homecare. This area of practice is growing very fast. Today’s student needs a complete knowledge of these areas as the methods of care and requirements are vastly different from those of the acute care setting. Adding RCP 212 would achieve this goal.

Delete RCP 215 - Career Prep Adv Level. This deletion will have little impact as we are folding much of that course’s work into RCP 211 (Advanced Procedures). In years past we had to spend a good deal of time preparing students for licensure and practice. Today this is incorporated into virtually all other courses. Additionally, recent changes in the licensure laws have largely negated the need for RCP 215 and we arrange for a mandatory outside test review organization to come to SCC every March or April. This ensures students are fully prepared for their exams.

Paul Wolf and Debra Klavohn plan to add new concentration to Outdoor Leadership. (Wilderness Therapy/ODL)

Add For Fall 2009:

Course	Hours
ODL 140 – Intro to Wilderness therapy	2-2-0-3
ODL 245 – Wilderness Therapeutic Models	3-2-0-4
ODL 248 – Field Techniques in WT	2-6-0-4
ODL 267 – Primitive Living Skills	1-4-0-3
ODL 288 – current Trends in ODL	1-4-0-3

The proposed concentration for the Outdoor Leadership degree has been designed to meet the employment demands of the burgeoning Wilderness Therapy industry. There is an increasing need for qualified field staff and an A.A.S. degree in Outdoor Leadership with a concentration in Wilderness Therapy would produce highly desirable potential employees. SCC has the opportunity to initiate this concentration and to be the first community college in the nation to add this specific level of professional training.

Motion to accept: Kirk Stephens, seconded by Phil Weast. Accepted.

Motion to adjourn the meeting – Hilary Seagle, seconded by Thom Brooks.

The meeting was adjourned at 3:00 p.m.

Recorded by: _____
Darlene Peebles

Date: _____

Chairperson: _____
Andrea Kennedy

Date: _____