

MINUTES

CURRICULUM AND INSTRUCTION COMMITTEE

October 9, 2014

Copy to:

Kirk Stephens, Chairperson
Linda Aiken
Scott Baker
Thom Brooks, ex-officio
William Brothers
Matt Cass
Betsy Clayton, recorder
Cheryl Contino-Conner
Cheryl Davids
Johnathan Dean
Christy Deaver
Mark Ellison
Mitch Fischer
Rita Gregory
Melody Lawrence
Diane Page
Barbara Putman
Hilary Seagle
Cindy Thompson
Anna Walls
Phil Weast

cc:

Webmaster
Claudia Buchanan
Jelane Douglas
Amanda Pressley
Polly Russell



Committee: Curriculum & Instruction
Date: October 9, 2014
Time: 1:00 PM
Place: Bradford Hall Conference Room

Members Attending: Linda Aiken, Scott Baker, Thom Brooks, William Brothers, Matt Cass, Cheryl Contino Conner, Cheryl Davids, Johnathan Dean, Mark Ellison, Mitch Fischer, Rita Gregory, Melody Lawrence, Barb Putman, Hilary Seagle, Cindy Thompson, Anna Walls, Phil Weast, & Kirk Stephens-Chair

I. Call to Order – Kirk Stephens called the meeting to order at 1:00 PM.

A. Kirk welcomed the new committee members and discussed the goals and process of the C & I committee.

B. Approval of Minutes – The minutes from January 24, 2014 were sent to the committee prior to meeting. Kirk asked if there were any comments or corrections. No corrections were made at the meeting. However, Cheryl Contino Conner (not attending) mentioned a typo in section D, item 1: AA should be AS.

Barb Putman motioned to accept the minutes. William Brothers seconded the motion. The motion passed.

II. Open Issues

A. Arts & Sciences, Barbara Putman

1. Associate in Science - Add SPA 111 and SPA 112 as elective options within AS, Fall 2015
2. Associate in Arts – Add MAT 142, Mathematical Concepts II for WCU transfer use, Fall 2015

Phil Weast motioned to accept the changes brought by Barb Putman. Hilary Seagle seconded. The motion passed.

B. Career Technologies, Scott Baker

1. Business Administration – AAS, Spring 2015.
 - a) Add Diploma option. Proposal consists of 38 SHC.
2. Business Administration E Commerce – Delete WEB 120, Spring 2015. Note: This program will also become obsolete within the System Office effective Fall 2015.

3. Office Administration Certificate and CCP Certificate, Spring 2015
 - a) Add MKT 223.
 - b) Delete OST 289
 - c) Move OST 164 from Fall 1 to Spring 1
 - There was some discussion about stacking credentials but was resolved.

4. Early Childhood Education – AAS, Fall 2015
 - a) Move EDU 131, EDU 153 to Spring 2
 - b) Move EDU 146 to Fall 1
 - c) Move EDU 151 to Summer
 - d) Move EDU 234 to Spring 2
 - e) Move EDU 259, HUM Elective to Fall 2
 - f) Move EDU 162 into the EDU elective list

5. Computer Engineering Technologies – AAS, Spring 2015
 - a) Add: COM 231, CET 130, TNE 111, TNE 121, ELN 237, ELN 238
 - b) Delete: ENG 114, CET 222, CET 225, CET 251, ELN 235, ELN 233, ELN 257, ELN 215, PHY 131
 - Reduced Program to 67 SHC. Public Speaking is more beneficial than ENG 114, particularly with large groups. PHY is no longer a requirement.

6. Telecommunications and Networking Engineering Technology – AAS, Fall 2015
 - a) Add this program of study to SCC's offerings. CET students would be able to graduate with two associate degrees. This program will require a full application to the System Office.

7. Electronics Engineering Technology – AAS, Spring 2015
 - a) Add: CET 110, COM 231
 - b) Delete: CET 111, ELN 215, ELN 231, ENG 114, PHY 131
 - Reduced program to 67 SHC and focuses on EET coursework.

8. Mechatronics Engineering Technology – AAS, Spring 2015
 - a) Add: EGR 285 as a pick list to WBL 111 and WBL 121, ELC 132
 - b) Delete: DFT 170
 - c) Add: Local Prerequisite of ELC 131 to ELN 131, ELN 132, ELN 152, ELN 231, ELN 258 and ELN 264
 - Cindy mentioned this local prerequisite would affect the CCP certificate. She will need to revise.

9. Criminal Justice Technology – AAS, Spring 2015
 - a) Add: CJC 160 and CJC 151 to the elective list
 - b) Delete: CJC 256

Kirk asked for any questions or concerns regarding these proposals. Nothing came up. Mitch Fischer motioned to accept all the changes brought by Scott Baker. William Brothers seconded. The motion passed.

C. Health Sciences, Mitch Fischer

1. Medical Assisting – AAS, Fall 2015.
 - a) Move: MED 272 to Summer
 - b) Delete: MED 250 and MED 114

2. Medical Assisting – Therapeutic & Diagnostic Diploma & CCP Diploma, Spring 2015
 - a) Add: MED 120, MED 276, MED 262, BIO 168
 - b) Delete: MED 121, MED 122, MED 272
 - c) Move: MED 130 and MED 131 to Fall 1
 - Follow Up: After the meeting, Betsy realized that BIO 168 was added as a pick option, which caused the Diploma to fail standard due to hours. Mitch suggested to drop BIO 163 as a pick and add BIO 168 and BIO 169, which passes the standard.

3. Medical Assisting – CCP Certificate and Therapeutic & Diagnostic Diploma Spring 2015
 - a) Add the Medical Assisting Diploma (new to CCP) from item number 1 to CCP
 - b) Delete the existing CCP Medical Assisting Certificate

4. Emergency Medical Science – Therapeutic & Diagnostic Diploma & CCP Diploma, Spring 2015
 - a) Add: MED 120 and HSC 120
 - b) Delete: MED 121 and MED 122
 - c) Move: HSC 110 to Fall 1; PSY 150 to Spring 1

5. Emergency Medical Science – CCP Certificate and Therapeutic & Diagnostic Diploma Spring 2015
 - a) Add the EMS Diploma (new to CCP) from item number 4 to CCP
 - b) Delete the existing CCP EMS Certificate

6. Phlebotomy – Therapeutic & Diagnostic Diploma, Spring 2015
 - a) Add: ACA 111, HUM 110, BIO 163, ENG 112, MED
 - b) Delete: CIS 110, MED 121 and MED 122
 - c) Move: HSC 110, BIO 110 or BIO 111 to Fall 1, ENG 111 and MAT 143 to Spring 1
 - Committee asked to give a Humanities option to HUM 110 to reduce course substitutions. Mitch will get that to Betsy.

7. Nursing Assistant – Therapeutic & Diagnostic Diploma, Spring 2015
 - a) Add: MED 120, BIO 175, MAT 143, NAS 105
 - b) Delete: NAS 107, PSY 150, MED 121 and MED 122
 - c) Move: HSC 110 to Fall 1

8. Therapeutic Massage – Therapeutic & Diagnostic Diploma, Spring 2015
 - a) Add: MED 120, HSC 120
 - b) Delete: MED 121, PSY 150
 - c) Move: HSC 110

10. Health Information Technology – Informatics Certificate, Fall 2014
 - a) For the fall of 2014, this certificate would not pass the standard without adding CIS 110 (required prerequisite to HIT 220). HIT 112 was also deleted. The summer semester will be the starting point for this certificate.

11. Health Information Technology – Medical Coding Diploma, Fall 2014
 - a) During the early summer of 2014, Penny needed to change the professional practice experience components of this program due to lack of clinical sites. She proposed to Delete HIT 124 and HIT 222, Add PSY 150 and a Choose HIT 225 or HIT 227 with an effective Fall 2014 date. Thom Brooks made an exception to accept these changes outside of C&I, but requested to send it through at the next meeting.

Kirk asked for any questions or concerns regarding these proposals. It was uncertain that CCP could participate in the Therapeutic & Diagnostic Diplomas. Discussion determined for Cindy and Betsy to contact the System Office for further details.

Hilary Seagle motioned to accept the proposed changes brought by Mitch Fischer with the exception of deleting the CCP certificates in case the diplomas do not work out. Phil Weast seconded. The motion passed.

III. Logistics

- A. Next Meeting will be around early November. Betsy will send out a Doodle Poll for dates and times. Next proposals are due to Betsy by October 31.

- B. Kirk mentioned that it should be considered to add ACA 111 to the Diploma options.

- C. Kirk asked for any questions or additions to the agenda. Scott Baker motioned to adjourn. All was in favor.

IV. Adjournment – Kirk Stephens adjourned at 2:09 PM.

Recorded by:

_____ Betsy Clayton Date: 10/14/14

Chairperson: *Kirk Stephens*

_____ Kirk Stephens Date: 10/20/14