



CURRICULUM COMMITTEE

MINUTES

Friday, October 6, 2006- 2:00 p.m.

City Park Campus – Lac Maurepas (Building 23, Second Floor)

I. Call to Order

Curriculum Committee Meeting was called to order at 2:05 p.m. by Harold Gaspard, Chair.

II. Roll Call

Present were:

Lester Adelsberg
Sal Anselmo
Wayne Chalona
Janet Colletti
Greg Dawson
Chris Doyle
Patricia Egers
Harold Gaspard
Thomas Gruber

Lenetra Jefferson
Leroy Kendrick
Mary Ellen Logan
Sallye Raymond
Max Reichard
Suzanne Riche
Vance Roux
Dolores Smith
Tim Stamm

Absent/attending
to other business:

Donna Alley
Mary Bartholomew
Maria Cisneros
Arnel Cosey
Harolyn Cumlet
Sheila Hickman
Linda Kieffer
Patrice Moore

Cheryl Myers
Mike Nixon
Wesley Payne
Warren Puneky
Kim Rugon
Lauren Tarantino
Dianne Thames
Elizabeth Wilson

Guests were:

Patrick Conroy

III. Announcements/Welcome

IV. Curriculum Committee Functions

V. Minutes of Meeting – April 28, 2006

The Minutes of the meeting of April 28, 2006 were reviewed and accepted with minor revisions

VI. Curriculum Operations Report

Tim Stamm reported that all curriculum operations from the April 28, 2006 meeting were approved by Debbie Lea, Interim Vice Chancellor for Learning & Student Development. Curriculum actions were included in the 2006-2007 catalog. Additionally, updates were provided for the Care & Development of Young Children (CDYC) Associate Degree; the Associate of Science in Teaching (AST); the Certificate of General Studies (CGS); and the approved concentrations in Culinary Arts (CULA).

VII. New Business

- a) Note: The Agenda was Re-ordered and items combined for discussion. Original Agenda Placement VII.a. to VII.b.
Allied Health/OPHT
Course Deletion: OPHT-102 Ophthalmic Medical Assistant I. Delete OPHT-102 Ophthalmic Medical Assistant I from the Catalog of Course Offerings. This course is no longer taught in the OPHT Certificate Program.
Allied Health/OPHT
Course Revision/Catalog Description: OPHT-204: Revise catalog description of OPHT-204 Ophthalmic Medical Assistant Practicum I to state “Emphasizes basic skills in patient care and examination techniques. Actual patient examination by student under supervision. Prerequisite: Acceptance into Ophthalmic Medical Assistant Program.” Currently, the description references OPHT-102 which is no longer taught in the program. Motion to accept proposal. **[Motion: Leroy Kendrick; Second: Lester Adelsberg; Carried, Unanimously].**
- b) Note: The Agenda was Re-Ordered. Original Agenda Placement VII.c.
Business & Technology/MOVH
New Course: MOVH 109. Creation of a new course MOVH 109 Automotive Gas Metal Arc Welding (1-2-2). This course replaces WELD 109 and is a requirement in the Certificate of Technical Studies and Associate of Applied Science Degree Programs. Course Description: “Fundamentals of Gas Metal Arc Welding (G.M.A.W) process, plasma arc, and oxyacetylene cutting. The use of machines, cutting techniques, shop safety, and running weld beads in all positions on various thickness of steel plate.” Motion to accept proposal. **[Motion: Lester Adelsberg; Second: Mary Ellen Logan; Carried, Unanimously].**
- c) Note: The Agenda was Re-Ordered. Original Agenda Placement VII.d.
Office of Curriculum & Program Development/GSTD
New Program: Certificate of General Studies. Final Approval of Curriculum. Motion to accept proposal. **[Motion: Lester Adelsberg; Second: Leroy Kendrick; Carried, Unanimously].**
- d) Note: The Agenda was Re-Ordered. Original Agenda Placement VII.e.
Business & Technology/Business, Mathematics, & Technology/BUSG
Course Title Change: MANG-131 Personnel Administration. Change the title of MANG-131 from MANG-131 Personnel Administration to MANG-131 Human Resource Management. “Human Resource Management” is the preferred term/title in both industry and academia as opposed to “Personnel Administration.” Motion to accept proposal. **[Motion: Mary Ellen Logan; Second: Janet Colletti; Carried, Unanimously].**
- e) Note: The Agenda was Re-Ordered. Original Agenda Placement VII.f.
Business & Technology/Business, Mathematics, & Technology/MANG
New Course: MANG 275 Project Management. Creation of a new course MANG 275 Project Management which is designed to be a capstone course for the Business Administration and Accounting Degree Programs. MANG 275 Project Management will incorporate skills and concepts learned across the curriculum in Business Administration and Accounting degree programs. Motion to accept proposal. **[Motion: Leroy Kendrick; Second: Lester Adelsberg; Carried, Unanimously].**
- f) Note: The Agenda was Re-Ordered. Original Agenda Placement VII.g.
Business & Technology/Business, Mathematics, & Technology/BUSG
New Course: BUSG-210 Business Ethics. Creation of a new course BUSG 210 Business Ethics. The focus of the course is primarily on ethical issues that corporate decision makers face in developing policies regarding employees, customers, and the general public. Motion to accept proposal. **[Motion: Mary Ellen Logan; Second: Sallye Raymond; Carried by Majority Vote with one (1) Abstention].**

g) Note: The Agenda was Re-Ordered. Original Agenda Placement VII.g.

Business & Technology/Business, Mathematics, & Technology/BUSG

Course Addition: BUSG 210 Business Ethics. Addition of the course BUSG 210 Business Ethics to the list of approved general education courses that may be used to meet the Humanities requirement for successful completion of certificate and/or degree. Motion to accept proposal. **[Motion: Wayne Chalona; Second: Janet Colletti; Carried by Majority Vote with nine (9) Affirming and seven (7) opposing].**

VIII. Old Business None

IX. Next Meeting: **October 20, 2006** (scheduled meeting)

X. Adjournment: 3:20pm