



## **CURRICULUM COMMITTEE MEETING**

*Friday, November 6, 2009 - 2:00 p.m.*

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

### **MINUTES**

#### **I. Call to Order**

The meeting of the Curriculum Committee was called to order at 2:10 p.m. by Harold Gaspard, Chair.

#### **II. Roll Call**

#### **III. Minutes of meeting of October 23, 2009**

The minutes of the meeting of October 23, 2009 were reviewed and accepted as written.

#### **IV. Curriculum Operations Report – Tim Stamm**

#### **V. General Education / Articulation Initiatives – Tim Stamm**

#### **VI. New Business**

- a) ***Note: The Agenda was reordered and items combined for discussion:***  
***Original Agenda Placement Item V. a. to V. g.***

**Nursing/PRNU**

**Course Deletion:** PRNU-102: Essentials of the Nursing Assistant/Geriatric (2-4-3 / 90). Delete the course, PRNU-102: Essentials of the Nursing Assistant/Geriatric from the catalog of course offerings. The course is no longer used in the Technical Diploma program in Practical Nursing.

**Nursing/PRNU**

**Course Deletion:** PRNU-104: Fundamentals of Gerontological Nursing (4-8-6 / 180). Delete the course, PRNU-104: Fundamentals of Gerontological Nursing from the catalog of course offerings. The course is no longer used in the Technical Diploma program in Practical Nursing.

**Nursing/PRNU**

**Course Deletion:** PRNU-105: Fundamentals of Practical Nursing (6-12-9 / 270). Delete the course, PRNU-Fundamentals of Practical Nursing from the catalog of course offerings. The course is no longer used in the Technical Diploma program in Practical Nursing.

**Nursing/PRNU**

**Course Deletion:** PRNU-109: Medical Surgical Nursing I (7-8-9 / 225). Delete the course, PRNU-109: Medical Surgical Nursing I from the catalog

of course offerings. The course is no longer used in the Technical Diploma program in Practical Nursing.

**Nursing/PRNU**

**Course Deletion:** PRNU-120: Medical Surgical Nursing II (9-24-15 / 495). Delete the course, PRNU-120: Medical Surgical Nursing II from the catalog of course offerings. The course is no longer used in the Technical Diploma program in Practical Nursing.

**Nursing/PRNU**

**Course Deletion:** PRNU-126: Special Needs: Obstetrics, Pediatrics, and Mental Health Nursing (7-8-9 / 225). Delete the course, PRNU-126: Special Needs: Obstetrics, Pediatrics, and Mental Health Nursing from the catalog of course offerings. The course is no longer used in the Technical Diploma program in Practical Nursing.

**Nursing/PRNU**

**Course Deletion:** PRNU-127: Career Readiness (2-0-2 / 30). Delete the course, PRNU-127: Career Readiness from the catalog of course offerings. The course is no longer used in the Technical Diploma program in Practical Nursing. **[Motion: Anne Lavance; Second: Warren Puneky; Carried Unanimously].**

- b) **Note: The agenda was reordered Original Agenda Placement Item V. h. Allied Health/EMTE**

**New Course:** EMTE-150: Emergency Telecommunicator (3-1-3 / 60). Creation of a new course, EMTE-150: Emergency Telecommunicator. The course is designed to introduce the components necessary to prepare the student for entry into public /health services employment as an Emergency Telecommunicator (ETC). Curriculum is standards-based with interactive multimedia and hands on activities. Topics include introduction to roles and responsibilities of the ETC, ETC technologies, interpersonal communications, telecommunication essentials, caller management, police-fire-medical call classifications, man-made and natural catastrophic events. **[Motion: Anne LaVance; Second: Ray Gisclair; Carried Unanimously].**

- c) **Note: The Agenda was reordered Original Agenda Placement Item V. i. Allied Health/FSED**

**New Course:** FSED-169: Funeral Directing Practicum (0-8-1 / 120). Creation of a new course, FSED-169: Funeral Directing Practicum. The course is designed to give the student an opportunity to apply the theoretical aspects learned in the classroom to the practical aspects of funeral directing. The course will be required in the Associate of Applied Science degree program in Funeral Service Education. **[Motion: Anna LaVance; Second: Warren Puneky; Carried Unanimously].**

- d) **Note: The Agenda was reordered Original Placement Item V. j. Allied Health/FSED**

**Course Revision:** FSED-130: Dynamics of Grief. Revise the course

lecture-lab-credit/contact hours of FSED-130: Dynamics of Grief **from 3-0-3 / 45 to 2-0-2 / 30**. The hour reductions accurately reflect actual course content. [**Motion: Anne LaVance; Second: Warren Punecky; Carried Unanimously**].

- e) **Note: The Agenda was reordered Original Placement Item V. k Allied Health/FSED**  
**Program Revision:** Associate of Applied Science in Funeral Service Education. Revise the Associate of Applied Science degree program in Funeral Service Education as follows: Add: FSED-169: Funeral Directing Practicum to Required Courses in Major; Delete: MANG-222: Small Business Management from Required Related Courses; Add: BUSG-115: Starting a New Business to Required Related Courses. Total credit hours for the program remain at 72. [**Motion: Patricia Egers; Second: Ray Gisclair; Carried Unanimously**].
- f) **Note: The Agenda was reordered and the items combined for discussion: Original Agenda Placement Item V. l. to V. o. Business & Technology/ENVS**  
**New Course:** ENVS-101: Introduction to the Built Environment (3-0-3 / 45). Creation of a new course, ENVS-101: Introduction to the Built Environment. The course provides the fundamentals and techniques relating to the built environment and sustainable construction. Includes observational and architectural drawing, geometry for building design, sustainable design and construction principles and techniques, energy assessment and sustainable architecture in a heritage context.
- g) **Business & Technology/ENVS**  
**New Course:** ENVS-102: Building Materials (3-0-3 / 45). Creation of a new course, ENVS-102: Building Materials. The course provides an overview of the theory and practice in the selection and use of materials relating to the built environment and sustainable construction. Covers brick, timber, ornamental iron and millwork, plasterwork, lime mortar, and paint.
- h) **Business & Technology/ENVS**  
**New Course:** ENVS-103: Collaborative Planning for the Built Environment (3-0-3 / 45). Creation of a new course, ENVS-103: Collaborative Planning for the Built Environment. The course introduces the theory, methodology and practice relating to collaboration in the planning and design of the built environment. Emphasizes Enquiry by Design (EbD) or charette process. Includes identification of collaborative participants, public consultation, drawing and modeling, working drawings, cutting lists and final design selection.
- i) **Business & Technology/ENVS**  
**New Course:** ENVS-104: Practicum I (0-12-3 / 180). Creation of a new course, ENVS-104: Practicum I. The course allows the Student Apprentice to enhance skills in traditional building craftsmanship by working fulltime (40 hours per week) on live construction work site with an integrated

design team of Architects, contractors, academics in historic preservation and mechanical and structural engineers applying built environment and sustainable construction techniques to the restoration of a historic New Orleans property. [**Motion: Leroy Kendrick; Second: Ray Gisclair; Carried Unanimously**].

- j) **Note: The Agenda was reordered and the items combined for discussion: Original Agenda Placement Items V.p. to V.s**

**Business & Technology/ENVS**

**New Course:** ENVS-105: Practicum II (0-32-9 / 480). Creation of a new course, ENVS-105: Practicum II. The course allows the Student Apprentice to enhance skills in traditional building craftsmanship by working fulltime (40 hours per week) on live construction work site with an integrated design team of Architects, contractors, academics in historic preservation and mechanical and structural engineers applying built environment and sustainable construction techniques to the restoration of a historic New Orleans property.

**Business & Technology/ENVS**

**New Course:** ENVS-106: Practicum III (0-12-3 / 180). Student Apprentice will further enhance their skills in traditional building craftsmanship by working fulltime (40 hours per week for two weeks) on live construction work site in a pre-selected Historic Royal palace or Cathedral in the United Kingdom. This course also includes field observation in the United Kingdom.

**Business & Technology/ENVS**

**Final Approval of Curriculum:** Certificate of Technical Studies in Environmental Studies / The Built Environment. Final Approval of the Curriculum Outline for the Certificate of Technical Studies program in Environmental Studies / The Built Environment. The twenty-four (24) credit hour Certificate of Technical Studies program was approved by the Louisiana Community & Technical College System Board of Supervisors and by the Board of Regents for Louisiana Higher Education.

**Business & Technology/ENVS**

**Catalog Description:** Certificate of Technical Studies in Environmental Studies / The Built Environment. Approval of the Catalog Description of the Certificate of Technical Studies program in Environmental Studies / The Built Environment: "The Certificate of Technical Studies program in Environmental Studies will allow students to explore options in sustainable design, sustainable construction, energy assessment, policy, law, economics, social aspects, and the interactions of human beings and the natural environment. The program will also examine sustainable architecture in a heritage context. The Built Environment curriculum is based on a model developed by The Prince's Foundation for the Built Environment and widely used in the United Kingdom. Environmental Studies programs focus on environment-related issues using scientific, social scientific, or humanistic approaches to construction, design,

planning, and development.” **[Motion: Leroy Kendrick; Second: Patricia Egers; Carried Unanimously].**

- k) **Note:** *The Agenda was reordered and items combined for discussion: Original Agenda Placement Item V. t.*

**Communication/ENGL**

**Master Syllabus Revision:** ENGL-205: Introduction to Short Story and Novel. Revise the Master Syllabus for the course, ENGL-205: Introduction to Short Story and Novel to include updated Student Learning Outcomes. The revision complies with formatting requirements as outlined in PPM: AA.1503.1A: Master Syllabus. **[Motion: Sal Anselmo; Second: Ray Gisclair; Carried Unanimously].**

- l) **Note:** *The Agenda was reordered and items combined for discussion: Original Agenda Placement Item V. u*

**Communication/ENGL**

**Master Syllabus Revision:** ENGL-206: Introduction to Poetry and Drama. Revise the Master Syllabus for the course, ENGL-206: Introduction to Poetry and Drama to include updated Student Learning Outcomes. The revision complies with formatting requirements as outlined in PPM: AA.1503.1A: Master Syllabus. **[Motion: Leroy Kendrick; Second: Warren Punkey; Carried Unanimously]**

- m) **Note:** *The Agenda was reordered and items combined for discussion: Original Agenda Placement Item V.v*

**Business & Technology/CMIN**

**Change of Course Prerequisite Requirements:** CMIN-255: Advanced Web Projects. Change the prerequisite requirements of CMIN-255: Advanced Web Projects to state: “CMIN-206: Web Programming OR CMIN-216: Web Foundations I.” Currently, the prerequisite requirements for CMIN-255 are as follows: CMIN-206: Web Programming AND CMIN-220: Web Foundations II. **[Motion: Melissa LaCour; Second Lester Adelsburg; Carried Unanimously].**

**VII. Old Business**

**VIII. Next Meeting:** November 20, 2009 (Scheduled Meeting).

**IX. Adjournment 3:15 p.m.**