



## **CURRICULUM COMMITTEE MEETING**

*Friday, October 22, 2010 - 2:00 p.m.*

*City Park Campus – Bayou St. John (Building 23, Second Floor)*

### **AGENDA**

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

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

#### **III. Curriculum Committee Functions**

- a) Updated Membership List
- b) Board of Regents Statewide General Education Requirements – Policy No. 2.16: Updated: Attachment IV

#### **IV. Minutes of meeting of September 17, 2010**

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

- a) Board of Regents for Louisiana Higher Education – Moratorium on the Consideration of New Academic Programs and Research Units

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

- a) Loyola University 2+2 Articulation Agreement – Associate of Arts in Criminal Justice to Bachelor of Criminal Justice

#### **VII. New Business**

- a) **Business & Technology/ACCT**  
**Change of Degree Designation:** Associate of Science in Accounting. Change the degree designation of the Associate of Science in Accounting *from* Associate of Science *to* Associate of Applied Science to reflect the goal of the program: to prepare students for immediate entry into the workplace; students wishing to transfer to a senior college to earn a baccalaureate degree in Accounting will be directed to the Associate of Science Louisiana Transfer Degree.

b) **Business & Technology/ACCT**

**Change of Program Description:** Associate of Applied Science in Accounting. Modify the description of the Associate of Applied Science in Accounting to reflect the degree designation and goal of the program: “The Associate of Applied Science Degree program in Accounting is designed to graduate paraprofessionals with the necessary technical skills to obtain employment in accounting and accounting-related professions. Many of the courses offered in this program are transferable to senior institutions. Students wishing to transfer to transfer credits to a related Baccalaureate degree program should see the Associate of Science Louisiana Transfer Degree. The Associate of Applied Science Degree program in Accounting is accredited by the Association of Collegiate Business Schools and Programs.” Currently, the description states: “The Associate of Science Degree program in Accounting is designed to graduate paraprofessionals with the necessary technical skills to obtain employment in accounting and accounting-related professions. Many of the courses offered in this program are transferable to senior institutions. This program is accredited by the Association of Collegiate Business Schools and Programs.”

c) **Business & Technology/ACCT**

**Program Revision:** Associate of Applied Science in Accounting. Revise the Associate of Applied Science in Accounting; Add: ACCT-218: Payroll Accounting; ACCT-221: Computerized Accounting using Peachtree OR ACCT-222: Computerized Accounting using Quickbooks to Required Courses in Major. Add: ECON-202: Microeconomics; BUSG-131: Internship to Required Related Courses. Delete: MATH-120: Mathematics Survey with Applications; Fine Arts Requirement, three (3) credit hours; Natural Science Requirement [three (3) of six (6) credit hours] from General Education Requirements. Total Program Hours decrease *from 63 to 60*.

d) **Business & Technology/ACCT**

**Program Revision:** Certificate of Technical Studies in Accounting Technology: Account Clerk. Revise the Certificate of Technical Studies in Accounting Technology: Account Clerk: Add: ACCT-201: Accounting I; ACCT-202: Accounting II; ACCT-218: Payroll Accounting; ACCT-221: Computerized Accounting using Peachtree OR ACCT-222: Computerized Accounting using Quickbooks; BUSG-178: Business Communication; BUSG-224: Business Computer Applications; and ENGL-101: English Composition I to Courses Required in Major. Total Program Hours: 21.

- e) **Business & Technology/ACCT**  
**Change of Program Description:** Certificate of Technical Studies in Accounting Technology: Account Clerk. Create a program description for the Certificate of Technical Studies in Accounting Technology: Account Clerk: “The Certificate of Technical Studies program in Accounting Technology: Account Clerk is designed to prepare students for employment as administrative support to professional accountants and other financial management personnel. The program focuses on technical accounting, computer skills, and communication skills. All courses comprising the Certificate of Technical Studies may be applied to the Associate of Applied Science in Accounting Technology.”
- f) **Business & Technology/ARCH**  
**Change of Program Description: Addition of Policy Note:** Associate of Applied Science in Architectural/Design Construction Technology. Add the following note to Required Courses in Major: “Students are required to take twelve (12) credit hours of Required Courses in Major at Delgado Community College.” The requirement exceeds that of general academic policy; however, is necessary to ensure students are successful in meeting programmatic outcomes that are aligned with the Association of Technology, Management, and Applied Engineering (ATMAE) accrediting standards.
- g) **Business & Technology/ELST**  
**Change of Program Description: Addition of Policy Note:** Associate of Applied Science in Electronics Servicing Technology Degree Option in Biomedical Equipment Repair. Add the following note to Required Courses in Major: “Students are required to take twelve (12) credit hours of Required Courses in Major at Delgado Community College.” The requirement exceeds that of general academic policy; however, is necessary to ensure students are successful in meeting programmatic outcomes that are aligned with the Association of Technology, Management, and Applied Engineering (ATMAE) accrediting standards.
- h) **Business & Technology/ELST**  
**Change of Program Description: Addition of Policy Note:** Associate of Applied Science in Electronics Servicing Technology Degree Option in Electronics Service Technology. Add the following note to Required Courses in Major: “Students are required to take twelve (12) credit hours of Required Courses in Major at Delgado Community College.” The requirement exceeds that of general academic policy; however, is necessary to ensure students are successful in meeting programmatic outcomes that are aligned with the Association of Technology, Management, and Applied Engineering (ATMAE) accrediting standards.

- i) **Business & Technology/CNET**  
**Change of Program Description: Addition of Policy Note:**  
Associate of Applied Science in Computer Network Technology. Add the following note to Required Courses in Major: “Students are required to take twelve (12) credit hours of Required Courses in Major at Delgado Community College.” The requirement exceeds that of general academic policy; however, is necessary to ensure students are successful in meeting programmatic outcomes that are aligned with the Association of Technology, Management, and Applied Engineering (ATMAE) accrediting standards.
- j) **Business & Technology/CADD**  
**Change of Program Description: Addition of Policy Note:**  
Associate of Applied Science in Computer Aided Drafting and Design. Add the following note to Required Courses in Major: “Students are required to take twelve (12) credit hours of Required Courses in Major at Delgado Community College.” The requirement exceeds that of general academic policy; however, is necessary to ensure students are successful in meeting programmatic outcomes that are aligned with the Association of Technology, Management, and Applied Engineering (ATMAE) accrediting standards.
- k) **Business & Technology/Construction Technology**  
**Program Revision:** Associate of Applied Science in Construction Technology. Delete the Degree Option in Civil Construction Technology.
- l) **Business & Technology/Construction Technology**  
**Program Revision:** Associate of Applied Science in Construction Technology. Delete the Degree Option in Construction Management Technology.
- m) **Business & Technology/Construction Technology**  
**Change of Program Title:** Associate of Applied Science in Construction Technology. Change the name of the Associate of Applied Science in Construction Technology *from* Associate of Applied Science in Construction Technology *to* Associate of Applied Science in Civil and Construction Applied Engineering Technology. The revised title more accurately reflects the instructional content of the degree program and is reflective of industry changes. The accrediting body, the Association of Technology, Management, and Applied Engineering (ATMAE) recently changed the name of the agency; the former title was National Association of Industrial Technology (NAIT). The change reflects contemporary occupational title groupings.

- n) **Business & Technology/Construction Technology**  
**Program Revision:** Associate of Applied Science in Civil and Construction Applied Engineering Technology. Revise the Associate of Applied Science in Civil and Construction Applied Engineering Technology: Add two concentrations to provide student focus. Total Program Hours decrease *from 71 to 65*.
- o) **Business & Technology/Construction Technology**  
**Change of Program Description:** Associate of Applied Science in Civil and Construction Applied Engineering Technology. Change the program description of the Civil and Construction Applied Engineering Technology to state: “The Civil and Construction Applied Engineering Technology Associate of Applied Science degree program is designed to provide students with the knowledge and competencies necessary to obtain entry level employment in the construction technology field. Two concentrations exist: 1) Civil Construction involves the construction of buildings, bridges, tunnels, dams, harbors, airports, waterways, railways, highways; of water power, irrigation, drainage and water supply systems; and of sewerage and waste disposal and environmental health systems. A civil construction technician may be involved in drawing plans and specifications, estimating costs and materials needed, using surveying instruments, preparing maps, and inspecting projects. 2) Construction Management affords an analytical approach to problem-solving and skills development for entry-level management positions in the construction industry. The Civil and Construction Applied Engineering Technology Associate of Applied Science degree program is accredited by the Association of Technology, Management, and Applied Engineering, 3300 Washtenaw Avenue, Suite 220, Ann Arbor, MI 48104, phone: 734-677-0720, fax: 734-677-0046, email: atmae@atmae.org.”
- p) **Business & Technology/CIVT**  
**Change of Program Description: Addition of Policy Note:** Associate of Applied Science in Civil and Construction Applied Engineering Technology. Add the following note to Required Courses in Major: “Students are required to take twelve (12) credit hours of Required Courses in Major at Delgado Community College.” The requirement exceeds that of general academic policy; however, is necessary to ensure students are successful in meeting programmatic outcomes that are aligned with the Association of Technology, Management, and Applied Engineering (ATMAE) accrediting standards.

- q) **Business & Technology/BUAD**  
**Program Revision:** Associate of Science in Business Administration. Revise the Associate of Science in Business Administration: Delete: MATH-118: Algebra for College Students and MATH-128: Explorations in College Algebra from General Education Requirements. Add: MATH-128: Explorations in College Algebra OR MATH-130: Pre-Calculus Algebra AND MATH-151: Finite Mathematics OR MATH-203: Statistics to General Education Requirements. Reduce Approved Electives from a selection of nine (9) credit hours to a selection of six (6) credit hours; Delete: MATH-203: Statistics from Approved Electives; Add: Approved Social Science Course – limit 3 credits to Approved Electives. Total Program Hours decrease *from 63 to 60*. Program modifications comply with The Board of Regents for Louisiana Higher Education Academic Affairs Policy 2.15.
- r) **Arts & Humanities/FNAR**  
**Program Revision:** Associate of Arts in Fine Arts. Revise the Associate of Arts in Fine Arts: Delete: Approved Electives Select 9 credit hours. Total Program Hours decrease *from 69 to 60*. Program modifications comply with The Board of Regents for Louisiana Higher Education Academic Affairs Policy 2.15.
- s) **Technical Division/HACR**  
**Course Title Change:** HACR-115: Building Code and Licensing. Change the title of HACR-115 *from* HACR-115: HVAC Introduction *to* HACR-115: Building Code and Licensing to better reflect the instructional content of the course.
- t) **Technical Division/HACR**  
**Course Revision:** HACR-115: Building Code and Licensing. Revise HACR-115: Building Code and Licensing to reflect contemporary industry standards and practices. Course Description: “In-depth study of Codes and licenses. Provides the information needed to prepare individuals to enter and function legally within the Air Conditioning and Refrigeration Industry. Includes licensure, certification requirements, and ordinance codes; for Federal, State and local levels. The EPA test preparation and proctored exam are included in the lab fees. The student will gain proficiency in the litigation potentials involved with this industry. The course contains lectures, group discussion and assignments. Equivalent to NCEER modules: 03101-07, 03410-09 and LTC HACR-1150, CPTR-1000.”
- u) **Technical Division/HACR**  
**Course Title Change:** HACR-116: Tubing Fabrication and Fitting. Change the title of HACR-116 *from* HACR-116: Principles of Refrigeration I *to* HACR-116: Tubing Fabrication and Fitting to better reflect the instructional content of the course.

- v) **Technical Division/HACR**  
**Course Revision:** HACR-116: Tubing Fabrication and Fitting. Revise HACR-116: Tubing Fabrication and Fitting to reflect contemporary industry standards and practices. Course Description: “In-depth study and performance of the materials, special tools and procedures needed to fabricate, assemble, and properly join individual parts of HVAC/R piping and tubing. Provides the information needed to prepare individuals to enter and effectively function within the Air Conditioning and Refrigeration Industry. The student will gain a proficiency in all aspects of the safe and efficient methods involved with this industry. The course contains lectures, group discussion and assignments. Equivalent to NCCER modules: 03103-07, 03104-07, 03105-07 and LTC HACR-1160. Prerequisite: TECH-101: NCEER Core.”
- w) **Technical Division/HACR**  
**Course Title Change:** HACR-117: Principles of Refrigeration. Change the title of HACR-117 *from* HACR-117: Principles of Refrigeration II *to* HACR-117: Principles of Refrigeration to better reflect the instructional content of the course.
- x) **Technical Division/HACR**  
**Course Revision:** HACR-117: Principles of Refrigeration. Revise HACR-117: Principles of Refrigeration to reflect contemporary industry standards and practices. Course Description: “In-depth study and performance of diagnostic procedures, of the core theory of vapor compression refrigeration systems. Provides the information needed to prepare individuals to enter and effectively function within the Air Conditioning and Refrigeration Industry. The student will gain a proficiency in all aspects of the safe and efficient methods involved with this industry. The course contains lectures, group discussion and assignments. Equivalent to NCEER modules: 03102-07, 03107-07, 03205-07, 03301-08, 03303-08 and LTC HACR-1170. Prerequisite: TECH-101: NCCER Core.” Co-requisite: HACR 116.”
- y) **Technical Division/HACR**  
**Course Revision:** HACR-121: Electrical Fundamentals. Revise HACR-121: Electrical Fundamentals to reflect contemporary industry standards and practices. Course Description: “In-depth study and performance of diagnostic procedures, of the core theory of electricity as applied to HVAC/R systems. Provides the information needed to prepare individuals to enter and effectively function within the Air Conditioning and Refrigeration Industry. The student will gain a proficiency in all aspects of the safe and efficient methods involved with this industry. The course contains lectures, group discussion and assignments. Equivalent to NCCER modules: 03106-07, 03207-07 and LTC HACR 1210, HACR 124.”

z) **Technical Division/HACR**

**Course Revision:** HACR-153: Residential System Design. Revise HACR-153: Residential System Design to reflect contemporary industry standards and practices. Course Description: “In-depth study and performance of HVAC Project Engineering. Covers the core theory of heat loss/gain of building structures, equipment selection, and distribution duct systems, as applied to HVAC systems. Provides the information needed to prepare individuals to enter and effectively function within the Air Conditioning and Refrigeration Industry. The student will gain a proficiency in all aspects of the safe and efficient methods involved with this industry. The course contains lectures, group discussion and assignments. Equivalent to NCCER modules: 03109-07, 03402-09, 03407-09 and LTC HACR 253.”

aa) **Technical Division/HACR**

**Course Revision:** HACR-157: Building Science for HVAC. Revise HACR-157: Building Science for HVAC to reflect contemporary industry standards and practices. Course Description: “In-depth study of building science diagnostics, related to the cause and effect of various factors, upon building structures. Covers the holistic theory of the interaction of unique systems in building structures, and their effect on energy efficiency, hygiene, sustainability, comfort, and durability. Provides the information needed to prepare individuals to enter and effectively function within the Air Conditioning and Refrigeration Industry. The student will gain a proficiency of the efficient methods required for building diagnostics as related to this industry. The course contains lectures, group discussion and assignments. Equivalent to NCCER modules: 03204-07, 03312-08, 03403-09, 03404-09, 03409-09.”

bb) **Technical Division/HACR**

**Course Revision:** HACR-158: Building Engineer Hydronics. Revise HACR-158: Building Engineer Hydronics to reflect contemporary industry standards and practices. Course Description: “Overview of HVAC hydronic heating and cooling systems. Provides the information needed to prepare individuals to enter and effectively function within the Air Conditioning and Refrigeration Industry. The student will gain a proficiency of the efficient methods required for sizing, maintenance, and problem solving, for the piping, pumping and equipment of hydronic systems, as related to this industry. The course contains lectures, group discussion and assignments. Equivalent to NCCER modules: 03203-07, 03212-07, 03305-08, 03307-08, 03308-08, and 03406-09.”



cc) **Technical Division/HACR**

**Course Revision:** HACR-222: Electrical Components and Motors. Revise HACR-222: Electrical Components and Motors to reflect contemporary industry standards and practices. Course Description: “In-depth study and performance of HVAC/R electrical component identification and diagnostic procedures, and the core theory of induction motors and motor starting systems, as applied to HVAC/R systems. Provides the information needed to prepare individuals to enter and effectively function within the Air Conditioning and Refrigeration Industry. The student will gain a proficiency in all aspects of the safe and efficient methods involved with this industry. The course contains lectures, group discussion and assignments. Equivalent to NCCER modules: 03206-07 and LTC HACR1220, HACR 1230. Prerequisite: HACR-121.”

dd) **Technical Division/HACR**

**Course Title Change:** HACR-251: Theory of Residential Air Conditioning. Change the title of HACR-251 *from* HACR-251: Residential Central Air Conditioning I *to* HACR-251: Theory of Residential Air Conditioning to better reflect the instructional content of the course.

ee) **Technical Division/HACR**

**Course Revision:** HACR-251: Theory of Residential Air Conditioning. Revise HACR-251: Theory of Residential Air Conditioning to reflect contemporary industry standards and practices. Course Description: “In-depth study of practical application of residential air conditioning equipment installation; including assembly, connection, startup and checkout. Provides the information needed to prepare individuals to enter and function within the Air Conditioning and Refrigeration Industry. The course contains lectures, group discussion and assignments. Equivalent to NCCER modules: 03210-07 and LTC HACR 2510. Prerequisites: HACR 121, HACR 116, HACR 117, HACR-222.”

ff) **Technical Division/HACR**

**Course Title Change:** HACR-252: Residential Air Conditioning: Theory and Practice. Change the title of HACR-252 *from* HACR-252: Residential Central Air Conditioning II *to* HACR-252: Residential Air Conditioning: Theory and Practice to better reflect the instructional content of the course.

gg) **Technical Division/HACR**

**Course Revision:** HACR-252: Residential Air Conditioning: Theory and Practice. Revise HACR-252: Residential Air Conditioning: Theory and Practice to reflect contemporary industry standards and practices. Course Description: "In-depth practical application and demonstration of residential air conditioning equipment installation; including assembly, connection, startup and checkout. Provides the information needed to prepare individuals to enter and function within the Air Conditioning and Refrigeration Industry. The course contains lectures, and shop project assignments. Equivalent to NCCER modules: 03310-08 and LTC HACR 2520, HACR 1420. Prerequisites: HACR 121, HACR 116, HACR 117, HACR-222. Co-requisite: HACR-251."

hh) **Technical Division/HACR**

**Course Title Change:** HACR-254: Residential Gas Heating. Change the title of HACR-254 *from* HACR-254: Residential Heating I *to* HACR-254: Residential Gas Heating to better reflect the instructional content of the course.

ii) **Technical Division/HACR**

**Course Revision:** HACR-254: Residential Gas Heating. Revise HACR-254: Residential Gas Heating to reflect contemporary industry standards and practices. Course Description: "In-depth study of theory, practical application and troubleshooting of residential air conditioning gas fueled heating equipment. Provides the information needed to prepare individuals to enter and function within the Air Conditioning and Refrigeration Industry. The course contains lectures, and shop assignments. Equivalent to NCCER modules: 03108-07, 03202-07, 03209-07 and LTC HACR 2540, HACR 2550. Prerequisites: HACR-116, HACR-121, HACR-222."

jj) **Technical Division/HACR**

**Course Revision:** HACR-256: Residential Heat Pumps. Revise HACR-256: Residential Heat Pumps to reflect contemporary industry standards and practices. Course Description: "In-depth study of theory, practical application and troubleshooting of residential heat pump equipment. Provides the information needed to prepare individuals to enter and function within the Air Conditioning and Refrigeration Industry. The course contains lectures, and shop assignments. Equivalent to NCCER modules: 03211-07, 03311-08 and LTC HACR 2560. Prerequisites: HACR 116, HACR 117, HACR-121, HACR-222."

kk) **Technical Division/HACR**

**Course Revision:** HACR-281: Introduction to Commercial Air Conditioning. Revise HACR-281: Introduction to Commercial Air Conditioning to reflect contemporary industry standards and practices. Course Description: “In-depth study of theory, practical application and troubleshooting of commercial air conditioning equipment, with an emphasis on control systems. Provides the information needed to prepare individuals to enter and function within the Air Conditioning and Industry. The course contains lectures, and shop assignments. Equivalent NCCER modules: 03201-07, 03208-07, 03405-09 and LTC HACR 2810. Prerequisites: HACR 116, HACR 117, HACR 121, HACR 222.”

ll) **Technical Division/HACR**

**Course Revision:** HACR-291: Introduction to Commercial Refrigeration. Revise HACR-291: Introduction to Commercial Refrigeration to reflect contemporary industry standards and practices. Course Description: “In-depth study of theory, practical application and troubleshooting of commercial refrigeration equipment, with an emphasis on control systems. Provides the information needed to prepare individuals to enter and function within the Refrigeration Industry. The course contains lectures, and shop assignments. Equivalent to NCCER modules: 03303-08, 03408-09 and LTC HACR 2910, HACR 1410. Prerequisites: HACR 116, HACR 117, HACR 121, HACR 222.”

mm) **Technical Division/HACR**

**Change of Program Title:** Technical Diploma in A/C Refrig: Residential A/C & Refrig. Change the title of the Technical Diploma in A/C Refrig: Residential A/C & Refrig *from* A/C Refrig: Residential A/C & Refrig *to* Technical Diploma in Master HVAC/R Technician. The new title more accurately reflects contemporary occupational titles and the instructional content of the Technical Diploma program.

nn) **Technical Division/HACR**

**Program Revision:** Technical Diploma in Master HVAC/R Technician. Revise the Technical Diploma in Master HVAC/R Technician: Total Program Hours: **58**.

oo) **Technical Division/HACR**

**Change of Program Description:** Technical Diploma in Master HVAC/R Technician: “The mission of every HVAC/R (Heating, Ventilation, Air-Conditioning and Refrigeration) program graduate and certificate holder, should be employment in a company that is continually growing and expanding, that will send them to schools and seminars to keep them updated with new equipment and techniques, where they can grow and prosper the company, and where they can be assured that they will be able to support themselves and their family. The primary mission of the HVAC/R Technical Diploma program at Delgado Community College is to provide the necessary training to prepare students for a successful career in the field of HVAC/R, with a goal of business owner or service manager. The Technical Diploma in Master HVAC/R Technician program will provide the majority of intensive training needed for the skills needed for any type or branding of HVAC/R equipment. Residential, Commercial, and Institutional clients will present a profitable trade for gainfully employed technicians/owners worldwide. Individual employers or manufacturers will employ continuing education for skills unique to the position attained.”

pp) **Technical Division/HACR**

**Change of Program Title:** Certificate of Technical Studies in AC/Refrig: Domestic A/C & Refrig. Change the title of the Certificate of Technical Studies in AC/Refrig: Domestic A/C & Refrig. from Certificate of Technical Studies in AC/Refrig: Domestic A/C & Refrig to Certificate of Technical Studies in Certified HVAC Technician. The new title more accurately reflects contemporary occupational titles and the instructional content of the Certificate of Technical Studies program.

qq) **Technical Division/HACR**

**Program Revision:** Certificate of Technical Studies in Certified HVAC Technician. Revise the Certificate of Technical Studies in Certified HVAC Technician: Total Program Hours: **29**

rr) **Technical Division/HACR**

**Change of Program Description:** Certificate of Technical Studies in Certified HVAC Technician “The mission of every HVAC/R (Heating, Ventilation, Air-Conditioning and Refrigeration) certificate holder, should be employment in a company that is continually growing and expanding, that will send them to schools and seminars to keep them updated with new equipment and techniques, where they can grow and prosper the company, and where they can be assured that they will be able to support themselves and their family. The primary mission of the HVAC/R Certificate program at Delgado Community College is to provide the necessary training to prepare students for a successful career in the field of HVAC/R, with a goal of entry level technician. The Certified HVAC/R Technician program will provide the majority of intensive training needed for the skills needed for any type or branding of HVAC/R equipment. Residential clients will present a profitable trade for gainfully employed technicians. Individual employers or manufacturers will employ continuing education for skills unique to the position attained.

**VIII. Old Business**

**IX. Next Meeting**      November 19, 2010 (Scheduled Meeting)

**X. Adjournment**