



**CURRICULUM COMMITTEE MEETING**

*Friday, November 19, 2010 - 2:00 p.m.*

*City Park Campus – Isaac Delgado Hall (Building 1), Room 220E*

**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**

|                    |                     |                    |
|--------------------|---------------------|--------------------|
| Present            | Lester Adelsberg    | Anne LaVance       |
| Were:              | Sal Anselmo         | Claudia Martinez   |
|                    | Jennifer Bennett    | Patrice Moore      |
|                    | Maria Cisneros      | Jerrie Protti      |
|                    | Lesha Coulon        | Sallye Raymond     |
|                    | Harolyn Cumlet      | Kenneth Ripberger  |
|                    | Sara DeLozier       | Kim Rugon          |
|                    | Linda Donahue       | Deborah Skevington |
|                    | Harold Gaspard      | Dolores Smith      |
|                    | Joan Hodge          | Tim Stamm          |
| Attending to Other | Donna Alley         | Ray Gisclair       |
| Business Were:     | Malene Arnaud-Davis | Thomas Gruber      |
|                    | Mary Bartholomew    | Leroy Kendrick     |
|                    | Wayne Chalona       | Melissa LaCour     |
|                    | Ashley Chitwood     | Cheryl Myers       |
|                    | Rene Cintron        | Warren Punecky     |
|                    | Janet Colletti      | Vance Roux         |
|                    | Arnel Cosey         | Antonette Tardo    |
|                    | Lilian Gamble       | Dianne Thames      |
| Guests:            | Lynette Boutte      | Nicole Mulder      |
|                    | Larisia Jones       | Cheryl Patterson   |
|                    | Debbie Kern         |                    |

**III. Minutes of meeting of October 22, 2010**

The minutes of the meeting on October 22, 2010 were reviewed and accepted as written.

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

## V. New Business

a) **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. Motion to accept proposal [**Motion: Lester Adelsberg; Second: Joan Hodge; Carried, Unanimously**]

b) **Allied Health/WELL**

**New Course:** WELL-107: Fundamentals of Endurance Training (0-2-1 / 30). Creation of a new course, WELL-107: Fundamentals of Endurance Training. Course description: “Introduces the fundamentals of proper running and walking. Information will be provided on training methods to help students reach their goal of running/walking an organized race.” The course has been offered as a special topics course to determine interest/need, and will incur no additional cost to the College in terms of personnel and/or equipment. Motion to accept proposal [**Motion: Anne LaVance ; Second: Patrice Moore; Carried, Unanimously**]

e) *Agenda Items Removed from Consideration by Division Dean*

**Allied Health/EMTE**

**Course Deletion:** EMTE-100: EMT Basic. Delete the course, EMTE-100: EMT Basic, as the course no longer meets standards dictated by the National Registry of Emergency Medical Technicians and the Louisiana Bureau of Emergency Medical Services.

d) **Allied Health/EMTE**

**New Course:** EMTE-110: Emergency Medical Technician (6-0-6 / 90). Creation of a new course, EMTE-110: Emergency Medical Technician. Course Description: “Training in initiating immediate lifesaving measures to patients across the pre-hospital spectrum. It will provide basic knowledge and skills needed in critical situations utilizing minimal equipment.” The course content meets guidelines mandated by the National Registry of Emergency Medical Technicians and the Louisiana Bureau of Emergency Medical Services. The course will be taken concurrently with EMTE 120: Emergency Medical Technician Laboratory.

e) ~~**Allied Health/EMTE**~~

~~**New Course:** EMTE-120: Emergency Medical Technician Laboratory (0-5-2 / 75). Creation of a new course, EMTE 120: Emergency Medical Technician Laboratory. **Course Description:** “training in initiating immediate lifesaving measures to patients across the pre-hospital spectrum. It will provide basic knowledge and skills needed in critical situations utilizing minimal equipment.” The course is laboratory based and is offered concurrently with EMTE-110: Emergency Medical Technician. Course content meets guidelines mandated by the National Registry of Emergency Medical Technicians and the Louisiana Bureau of Emergency Medical Services.~~

f) ~~**Allied Health/EMTE/HESC**~~

~~**Course Deletion:** HESC-137: First Responder. Deletion of the course, HESC 137: First Responder, as the course no longer meets standards dictated by the National Registry of Emergency Medical Technicians and the Louisiana Bureau of Emergency Medical Services.~~

g) ~~**Allied Health/EMTE**~~

~~**New Course:** EMTE-101: Emergency Medical Responder (3-2-4 / 75). Creation of a new course, EMTE-101: Emergency Medical Responder. **Course Description:** “Emergency Medical Responder (EMR) provides training in initiating immediate lifesaving measures to patients across the pre-hospital spectrum. The course is designed to prepare students to become certified as an Emergency Medical Responder (EMR).” This course replaces HESC-137: First Responder.~~

h) ~~**Allied Health/EMTE/HESC**~~

~~**New Course:** HESC-102: First Aid (3-0-3 / 45). Creation of a new course, HESC-102: First Aid. **Course Description:** “First Aid training in recognizing life-threatening medical emergencies and trauma injuries and the ability to keep the patient in the best possible condition until medical help arrives.” The course provides instruction in basic first aid, and is offered to all students.~~

i) *The agenda was reordered and items were combined for discussion. Original Placement Items V. i. to V.t.*

**Technical Division/COSM**

**Course Revision:** COSM-124: Hairstyling (3-7-4 / 150). Revise COSM-101: Hairstyling to reflect contemporary industry standards and practices. **Course Description:** “Facial shapes, profiles, and body structures are analyzed in order to suggest the most becoming hairstyles for clients. Identification, discussion, and student demonstration of various thermal services are also covered.” After discussion, the agenda item was amended as follows: Use higher number – COSM-124 selected after review.

**Technical Division/COSM**

**Course Revision:** COSM-125: Chemical Services (3-7-4 / 150). Revise COSM-102: Chemical Services to reflect contemporary industry standards and practices. **Course Description:** “Covers the history and trends of permanent waving and chemical hair relaxing methods as well as the

methods, procedures, and skills required.” After discussion, the agenda item was amended as follows: Use higher number – COSM-125 selected after review.

**Technical Division/COSM**

**Course Revision:** COSM-111: Introduction to Cosmetology (3-4-4 / 105).  
Revise COSM-111: Decontamination/Infection Control to reflect contemporary industry standards and practices. Course Description: “History, ethics, grooming, safety, and first aid. The LA State Board of Cosmetology Rules and Regulations are discussed. Types and methods of decontamination and sanitation are explained and demonstrated.” After discussion, the agenda item was amended as follows: “Change the title of COSM-111: Decontamination/Infection Control to COSM-111: Introduction to Cosmetology”

**Technical Division/COSM**

**Course Revision:** COSM-112: Properties: Skin, Scalp, and Hair (1-5-2 / 90).  
Revise COSM-112: Properties: Skin, Scalp, and Hair to reflect contemporary industry standards and practices. Course Description: “Skin and scalp are analyzed according to structure and function. The diseases of the skin, scalp, and hair are also explored.”

**Technical Division/COSM**

**Course Revision:** COSM-113: Shampooing, Rinsing, and Conditioning (2-5-3 / 105).  
Revise COSM-113: Shampooing, Rinsing, and Conditioning to reflect contemporary industry standards and practices. Course Description: “Discussion and demonstration of shampooing, rinsing, and conditioning using appropriate solutions and techniques for each procedure to meet the individual needs of the client.”

**Technical Division/COSM**

**Course Revision:** COSM-121: Cosmetology Anatomy and Physiology (1-3-2 / 60).  
Revise COSM-121: Cosmetology Anatomy and Physiology to reflect contemporary industry standards and practices. Course Description: “Basic functions of organs and body systems related to specific cosmetology skills are discussed in this course.”

**Technical Division/COSM**

**Course Revision:** COSM-122: Manicuring and Pedicuring (1-8-3 / 135).  
Revise COSM-122: Manicuring and Pedicuring to reflect contemporary industry standards and practices. Course Description: “Identification of composition and structure of the nails, as well as characteristics of nail disorders/ diseases are explained. Manicure and pedicure procedures are discussed and performed using appropriate safety precautions.”

**Technical Division/COSM**

**Course Revision:** COSM-131: Haircutting (2-7-4 / 135).  
Revise COSM-131: Haircutting to reflect contemporary industry standards and practices. Course Description: “Equipment and procedures for hair shaping techniques are covered. Facial shapes, profiles, and body structure are analyzed to meet client's needs and desires for an attractive cut.”

**Technical Division/COSM**

**Course Revision:** COSM-143: Hair Coloring (1-4-5 / 75). Revise COSM-143: Hair Coloring to reflect contemporary industry standards and practices. Course Description: “Fundamentals of temporary, semi-permanent, and permanent hair color and the methods, skills, and procedures required for each.”

**Technical Division/COSM**

**Course Revision:** COSM-251: Facial Services, Massage, and Make-up (2-3-3 / 75). Revise COSM-251: Facial Services, Massage, and Make-up to reflect contemporary industry standards and practices. Course Description: “Skin types are discussed in order to recommend and perform appropriate facial treatments and massage movements. Factors affecting the choice and application of cosmetic make-up are also explored.”

**Technical Division/COSM**

**Course Revision:** COSM-252: Artistry of Artificial Hair (1-2-2 / 45). Revise COSM-252: Artistry of Artificial Hair to reflect contemporary industry standards and practices. Course Description: “Overview of the types, uses, and special care techniques of wigs and hair accessories.”

**Technical Division/COSM**

**Course Revision:** COSM-254: Salon Management (3-3-4 / 90). Revise COSM-254: Salon Management to reflect contemporary industry standards and practices. Course Description: “Students plan, operate, and manage the school-based salon according to the LA State Board of Cosmetology rules and regulations under instructor supervision.” Motion to accept proposals [**Motion: Jennifer Bennett; Second: Sallye Raymond; Carried, Unanimously**]

- j) The agenda was reordered and items were combined for discussion.  
Original placement items V. u. to V. v.

**Technical Division/COSM**

**Program Revision:** Technical Diploma in Cosmetology. Revise the Technical Diploma in Cosmetology: Total Program Hours: **58**.

**Technical Division/COSM**

**Change of Program Description:** Technical Diploma in Cosmetology: “The Cosmetology Program provides opportunities for students to ascertain both the theoretical and practical skills as prescribed by the Louisiana State Board of Cosmetology. Upon completion of the program, students are able eligible sit for the Louisiana State Board of Cosmetology licensure examination to demonstrate their knowledge and professional skills in all phases of hairstyling, manicures, pedicures, as well as skin care and make-up application. Delgado Community College is licensed by the Louisiana State Board of Cosmetology to provide instruction in Cosmetology, 11622 Sunbelt Court, Baton Rouge, LA 70809, Phone (225) 756-3404, fax (225) 756-3410, www.hbc.louisiana.gov.” Motion to accept proposal [**Motion: Patrice Moore; Second: Anne LaVance; Carried, Unanimously**]

k) *The agenda was reordered. Original Placement items V. w.*

**Arts & Humanities/GSTD**

**Program Revision:** Associate of General Studies. Revise the Associate of General Studies to comply with Board of Regents for Louisiana Higher Education Academic Affairs Policy 2.15 Motion to accept proposal  
**[Motion: Kim Rugon; Second: Maria Cisneros; Carried, Unanimously]**

**VI. Consent Agenda**

a) *Agenda Item Removed from Consideration by Division Dean*  
~~SOCI 295/CRJU 295: Remove “course cross listing” designation from CRJU/SOCI 295. Rename SOCI 295: “Social Science Research”~~

**VII. Old Business**

**VIII. Next Meeting**      January 28, 2011 (Scheduled Meeting)

**IX. Adjournment**