



CURRICULUM COMMITTEE MEETING

Friday, October 26, 2012 - 2:00 p.m.

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

MINUTES

I. Call to Order

The meeting was called to order at 2:05 pm, by Lester Adelsberg, Assistant Chair

II. Roll Call

| | | |
|-----------------|--------------------|-------------------------|
| Present | Lester Adelsberg | Ray Gisclair |
| Were: | Sal Anselmo | Alaina Hebert |
| | Jennifer Bennett | Leroy Kendrick |
| | Douglas Brewster | Mark McLean |
| | Vernell Briscoe | Claudia Martinez |
| | Janet Colletti | Kenneth Ripberger |
| | Sara DeLozier | David Sanders |
| | Linda Donahue | Tim Stamm |
| | Meredith Feike | Theophilieus Worrell |
| | Danielle Gandolfo | Keidra M. Williams |
| Attending to | John Arbour | Melissa LaCour |
| Other Business: | Malene Araud-Davis | Larissa Littleton-Steib |
| | Mary Bartholomew | Patrice Moore |
| | Ashley Chitwood | Cheryl Myers |
| | Maria Cisneros | Jerrie Protti |
| | Arnel Cosey | Warren Punecky |
| | Lesha Coulon | Vance Roux |
| | Raymond Duplessis | Deborah Skevington |
| | Harold Gaspard | Dolores Smith |
| | Thomas Gruber | Dianne Thames |
| | Joan Hodge | Tedd Walley |
| | Larisia Jones | |
| Guests: | Jenny Schwartzberg | |

III. Minutes of meeting of October 5, 2012

The minutes of the meeting of October 5, 2012 were reviewed, and accepted as written with a motion by Janet Colletti , seconded by Lilian Gamble

IV. Curriculum Operations Report – Tim Stamm

V. General Education / Articulation Initiatives – Tim Stamm

- a) Board of Regents Academic Affairs Policy 2.15:

“The standard number of credits required for the Associate Degree will be 60, though in some circumstances (e.g., accreditation requirements) they may range from 60-72 hours. Exceptions to the standard number of credits must be approved according to the respective System's policy. The Board of Regents will periodically review both the number of credit hours required and approved exceptions to the 60-hour standard.”

A handout was distributed outlining Delgado’s Associate Degree programs and the compliance or non-compliance of each with Policy 2.15.

VI. Common Course Names/Numbers

- a) Louisiana ACT 356 (2009); subsection 3164:

“...the Board of Regents shall develop, coordinate, and maintain a statewide course numbering system for postsecondary Education in all public ... postsecondary institutions as a means to facilitate program planning and transfer of students and course credits between and among ... postsecondary educational institutions.”

- b) Mathematics – Core Competencies/Descriptions – November 21, 2011
- c) English – Core Competencies/Descriptions – January 13, 2012
- d) Biological Sciences – Core Competencies/Descriptions – February 17, 2012
- e) Physical Sciences – Core Competencies/Descriptions – March 27, 2012
- f) Foreign Languages – Core Competencies/Descriptions – April 17, 2012
- g) Fine Arts – Core Competencies/Descriptions – September 11, 2012
- h) Humanities – Core Competencies/Descriptions – October 10, 2012
- i) Mathematics General Education Requirements for completion of Certificate and Associate Degree Programs.

A handout was distributed outlining Delgado’s instructional programs, and the general education Mathematics/Analytical Reasoning course requirement for completion; it was determined that a Taskforce would review these requirements, based on transferability of each to other colleges/universities.

VII. New Business

- a) The agenda was reordered and items were combined for discussion.
Original Placement Items V.a. to V. c.
Business & Technology/BUSG
Change of Course Number: BUSG-094: Fundamentals of Business/Personal Finance. Change the number of BUSG-094: Fundamentals of Business/Personal Finance *from* BUSG-094: Fundamentals of Business/Personal Finance *to* BUSG-100: Fundamentals of Business/Personal Finance to comply with the Board of Regents for Louisiana Higher Education Student Credit Hour (SCH) reporting requirements and definitions of Developmental/Remedial coursework.
Business & Technology/BUSG
Change of Course Number: BUSG-095: Orientation to General Business. Change the number of BUSG-095: Orientation to General Business *from* BUSG-095: Orientation to General Business *to* BUSG-101: Orientation to General Business to comply with the Board of Regents for Louisiana Higher Education Student Credit Hour (SCH) reporting requirements and definitions of Developmental/Remedial coursework.
Business & Technology/BUSG
Change of Course Description: BUSG-101: Orientation to General Business. Change the description of BUSG-101: Orientation to General Business to state: "General view of the American Business System. Comparisons are made of the capitalistic, communist, and socialistic economic systems. Market economy is explored and aspects of business management are also discussed." Current description: "Developmental course for business majors. Introduces business problems, vocabulary, career planning, and decision-making." Motion to accept proposal [Motion: Sal Anselmo; Second: Ray Gisclair; Carried, Unanimously].
- b) The agenda was reordered. Original Placement Item V.d.
Communication/ENGL
Revision of Placement Test Cut-Off Scores for Entry into Selected Developmental English Courses: Modification of COMPASS scores for placement: ENGL-060: 1-10; ENGL-061: 11-45; ENGL-062: 46-70. Current scores: ENGL-060: 1-10; ENGL-061: 11-20; ENGL-062: 21-70. Changes are a result of analysis of student success, mapped to initial score and placement into Developmental English courses. Motion to accept proposal [Motion: Jennifer Bennett; Second: Keidra M. Williams; Carried, Unanimously].
- c) The agenda was reordered and items were combined for discussion.
Original Placement Items V.e. to V. f.
Technical Division/HVAC
Program Revision: Technical Diploma in Master HVAC/R Technician. Revise the Technical Diploma in Master HVAC/R Technician as follows:

Add: ADOT-105: Survey of Computer Application to Required Related Courses. Total Program Hours increase *from 54 to 57*. The addition of ADOT-105 is based on input from the program's Advisory Board.

Technical Division/HVAC

Program Revision: Certificate of Technical Studies in Certified HVAC Technician. Revise the Certificate of Technical Studies in Certified HVAC Technician as follows: Add: ADOT-105: Survey of Computer Application to Required Related Courses. Total Program Hours increase *from 27 to 30*. The addition of ADOT-105 is based on input from the program's Advisory Board. Motion to accept proposals. **[Motion: Linda Donahue; Second: Keidra M. Williams; Carried, Unanimously].**

- d) *The agenda was reordered. Original Placement Item V. g.*

Business & Technology/CMIN

New Course: CMIN-219: Fundamentals of Networking (3-0-3). Creation of a new course, CMIN-219: Fundamentals of Networking. The goal of this course is the student with a comprehensive understanding of networking technologies, concepts and terminology. Course description: "teaches students, through lectures, discussions, scenarios, demonstrations, chapter review questions, textbook exercises, and classroom labs, the skills and knowledge necessary to configure, manage, and troubleshoot computers in a network environment. This course is designed for students who want to learn how to design, implement, support, and troubleshoot computer networks. Students will be prepared to study for the CompTIA Network+ certification exam. Prerequisite: CMIN-204: Fundamentals of Information Technologies and Systems." Motion to accept proposal. **[Motion: Jennifer Bennett; Second: Lilian Gamble; Carried, Unanimously].**

- e) *The agenda was reordered. Original Placement Item V. h.*

Business & Technology/CMIN

Program Revision: Associate of Applied Science degree in Computer Information Technology. Revise the Associate of Applied Science degree program in Computer Information Technology as follows: Delete: Concentration in E-Commerce. The concentration has not demonstrated productivity in terms of declared student majors, or in concentration completion rates. Note: approval of program revision, if granted, will be contingent upon reduction of Total Program Hours in compliance with Board of Regents for Louisiana Higher Education Academic Affairs Policy 2.15. Motion to accept proposal. **[Motion: Anne LaVance; Second: Mark McLean; Carried, Unanimously].**

- f) *The agenda was reordered. Original Placement Item V. i.*

Business & Technology/CMIN

New Course: CMIN-248: Computer Forensics and Cyber Crime (3-0-3/45). Creation of a new course, CMIN-248: Computer Forensics and Cyber Crime. Course description: "Types of computer and cyber-crime

and ways in which to uncover, protect, exploit, and document digital evidence. Students will be taught different types of tools (both software and hardware), techniques and procedure, and be able to use them to perform rudimentary forensic investigations. Prerequisites: CMIN-204: Fundamentals of Information Technology and Systems and one of the following: CMIN-219: Fundamentals of Networking OR CNET-157: Network Systems Basics.” Motion to accept proposal. [**Motion: Keidra M. Williams; Second: Anne LaVance; Carried, Unanimously**].

- g) The agenda was reordered. Original Placement Item V.j.
Business & Technology/CMIN
Program Revision: Associate of Applied Science degree in Computer Information Technology. Revise the Associate of Applied Science degree program in Computer Information Technology as follows: Addition of a new concentration, Fundamentals of Networking. This fifteen (15) credit hour concentration provides instruction in the methods, policies, and procedures for protecting information systems from attack while maintaining the integrity, confidentiality, and availability of information for use by authorized users. A combination of business, technical computer system (hardware and software), and communication skills are emphasized. Required Courses in Concentration: BUSL-210: Cyberlaw; CMIN-244: Introduction to Information Security; CMIN-246: Information Assurance; CMIN-291: Systems Analysis Methods; CMIN-248: Computer Forensics and CyberCrime. Note: approval of program revision, if granted, will be contingent upon reduction of Total Program Hours in compliance with Board of Regents for Louisiana Higher Education Academic Affairs Policy 2.15. Motion to accept proposal. [**Motion: Anne LaVance; Second: Lilian Gamble; Carried, Unanimously**].
- h) The agenda was reordered. Original Placement Item V.k.
Business & Technology/ADOT
Concept Proposal of a New Program: Certificate of Technical Studies (C.T.S.) program in Information Technology Support. Creation of a thirty-three (33) credit hour Certificate of Technical Studies program in Information Technology Support. The goal of this program is to provide students with specific technical competencies for entry-level employment opportunities as user support specialists. Students will study current topics and technology advances in the IT support field to gain a broad knowledge of hardware, application software and operating systems, networked environments, PC components, troubleshooting common problems and user interaction. All courses comprising the proposed C.T.S. program are existing courses at the College, and the implementation of the proposed program will result in no significant expenditures to the College. Motion to accept proposal. [**Motion: Jennifer Bennett; Second: Ray Gisclair; Carried, Unanimously**].

- i) *The agenda was reordered. Original Placement Item V.l.*
Arts & Humanities/HIST
Creation of a New Course Sub-title Name: HIST-240/241: Special Topics in History (3-0-3). Creation of a new Sub-title for HIST-240/241: Special Topics in History – History of World Religions. Course description: “Introductory overview of the history of world religions. Students will explore the historical foundations and developments of the world’s major religious and less dominant religious traditions, such as those of early indigenous populations and classical Greek and Roman religion.” Motion to accept proposal. **[Motion: Janet Colletti; Second: Alaina Hebert; Carried, Unanimously].**
- j) *The agenda was reordered and items were combined for discussion. Original Placement Items V.m to V. q.*
Allied Health/DMSU
Course Revision: DMSU-241: Ultrasound Learning Lab I. Adjust the lecture-lab-credit and/contact hours for DMSU-241: Ultrasound Learning Lab I *from 3-0-3/45 to 0-9-3/135*. The modification of recorded hours reflects instructional content in the course: the course is a supervised laboratory course, as opposed to a lecture course.
Allied Health/DMSU
Course Revision: DMSU-242: Ultrasound Learning Lab II. Adjust the lecture-lab-credit and/contact hours for DMSU-242: Ultrasound Learning Lab II *from 1-0-1/15 to 0-3-1/45*. The modification of recorded hours reflects instructional content in the course: the course is a supervised laboratory course, as opposed to a lecture course.
Allied Health/DMSU
Course Revision: DMSU-251: Ultrasound Practicum I. Adjust the lecture-lab-credit and/contact hours for DMSU-251: Ultrasound Practicum I *from 0-24-1/360 to 0-8-1/120*.
Allied Health/DMSU
Course Revision: DMSU-252: Ultrasound Practicum II. Adjust the lecture-lab-credit and/contact hours for DMSU-252: Ultrasound Practicum II *from 0-24-4/360 to 0-16-4/240*.
Allied Health/DMSU
Course Revision: DMSU-254: Ultrasound Practicum IV. Adjust the lecture-lab-credit and/contact hours for DMSU-254: Ultrasound Practicum IV *from 0-12-2/180 to 0-28-2/420*. Motion to accept proposals. **[Motion: Anne LaVance; Second: Lilian Gamble; Carried, Unanimously].**

VIII. Old Business

IX. Next Meeting November 16, 2012 (Scheduled Meeting)

X. Adjournment The meeting was adjourned at 3:11 p.m.