



CURRICULUM COMMITTEE MEETING

Friday, April 27, 2018, 2:00 p.m.

City Park Campus, Student Life Center, Dolphin Den (Building 23, First Floor)

MINUTES

I. Call to Order

The curriculum committee meeting was called to order at 2:02 p.m. by Harold Gaspard, Chair

II. Roll Call

Present Were:

Revaz Akirtava	Cherie Kay LaRocca
Sal Anselmo	Anne LaVance
Jennifer Bennett	Kenneth Ripberger
Peter Cho	Patricia Ross
Emily Cospers	Vance Roux
Raymond Duplessis	Jeanne Samuel
Tamika Duplessis	Mostafa Sarwar
Dorothy Smith Elder	Deborah Skevington
Marcus Etienne	Tim Stamm
Lilian Gamble	Janet Gauthier Stephens
Harold Gaspard	Erin Vonseuben
Linda Kieffer	

Attending to Other Business:

John Arbour	Claudia Martinez
Jason Briggs	Patrice Moore
Vernell Briscoe	Cheryl Myers
Maria Cisneros	Jim Newchurch
Clint Coleman	Jay Randolph
Janet Colletti	Warren Punecky
Caitlin Cooper	David Sanders
Arnel Cosey	Dolores Smith
Lasha Coulon	Sara Strickland
Emmett Davis	Tedd Walley
Malene Arnaud Davis	Arlanda Williams
Linda Donahue	Darlene Williams
Michelle Greco	Kiedra M. Williams
Sarah Inman	Theo Worrell
Larisa Jones	

Guests:

Mary Barrow	Monica Mankin	Betty Speyrer
Patrick Conroy	Karen Muhsin	

III. Call for Public Comments

IV. Minutes of meeting of March 23, 2018

The minutes of the meeting of March 23, 2018, were reviewed and approved as presented

V. Curriculum Operations Report – Tim Stamm

VI. New Business

a) **Academic Affairs/Curriculum & Program Development**

Publication of Suggested Program Sequence: Progress report on the publication of Course Sequencing in the College Catalog [**Report Only: No action required**].

b) **Academic Affairs/Curriculum & Program Development**

TCA to CTC Impact: Progress report on action or plans received regarding the termination of the T.C.A. credential and creation of the new C.T.C. (Career and Technical Certificate). [**Report Only: No action required**].

c) **The agenda was reordered. Original Placement Items VI.ii Business & Technology/ARCH**

Program Revision: Associate of Applied Science in Architectural/Design Construction Technology. Revise the A.A.S. in Architectural/Design Construction Technology: DELETE: CIVT-201: Structural Statics from Required Courses in Major; DELETE: CMST-132: Business and Professional Speech as an “OR” Choice with CMST-130: Fundamentals of Communication from Required Related Courses; DELETE: CIVT-222: Micro-Computer Application in Estimating from Required Related Courses; DELETE: Humanities Requirement from General Education Requirements, and note “Humanities Requirement met in Required Related Courses: CMST-130.” Total Program Hours Reduce *from 70 to 61*. Adjust Suggested Sequence to reflect modifications, specifically, Second Semester through Final Semester (reduce Sequence from Five Semesters to Four Semesters). Motion to accept proposal [**Motion: Deborah Skevington; Second: Emily Cosper; Carried by majority vote with Opposing vote**].

d) **The agenda was reordered and items were combined for discussion. Original Placement Items VI. c. to VI.e.**

Nursing/Registered Nursing

New Course: NURS-267: Clinical Reasoning and Decision Making (1-0-1 / 15). Creation of a new course, NURS-267: Clinical Reasoning and Decision Making, designed to prepare students make appropriate clinical decisions required to pass the registered nursing licensure examination. Course description: “Assists students refine clinical reasoning skills and make patient care decisions based on clinical data. Students apply knowledge, skills, and critical concepts as they

master a variety of practice questions aligned with the registered nursing licensure test plan blueprint. Prepares students to attain their educational, career, and personal goals of becoming a registered nurse.”

Nursing/Registered Nursing

Course Termination: NURS-251: Special Populations III. Termination of the course, NURS-251: Special Populations III.

Nursing/Registered Nursing

Program Revision: Associate of Science in Nursing. Revise the A.S. in Nursing: Delete: NURS-251: Special Populations from Required Courses in Major; ADD: NURS-267: Clinical Reasoning and Decision Making to Required Courses in Major; Total Program Hours Remain the same. Adjust Suggested Sequence to reflect modification, specifically Fifth Semester. Motion to accept proposals [**Motion: Peter Cho; Second: Lilian Gamble; Carried, Unanimously**].

- e) *The agenda was reordered and items were combined for discussion. Original Placement Items VI.f. to VI. i.*

Nursing/Practical Nursing/Nursing

New Course: NURS-105: Pharmacology in Nursing (3-0-3 / 45). Creation of a new course, NURS-105: Pharmacology in Nursing, design to provide students with opportunities to develop knowledge, skills, and attitudes to function in the role of basic and maintenance personal care to clients/residents in hospitals, long-term care facilities, and homes. Course description: “Principles and methods of dosage calculation, with basic concepts of drug therapy essential to the nursing process. Pharmacological concerns of clients across the life span and in a variety of environments. Aligns with content in the practical nursing and registered nursing programs, teaching medication administration and medications for disease processes.”

Nursing/Practical Nursing/Nursing

Course Termination: NURS-110: Introduction to Pharmacology and Drug Dosage Calculations. Terminate the course, NURS-110: Introduction to Pharmacology and Drug Dosage Calculations

Nursing/Practical Nursing/Nursing

Course Termination: NURS-111: Pharmacotherapy and Nursing. Terminate the course, NURS-111: Pharmacotherapy and Nursing.

Nursing/Practical Nursing

Program Revision: Technical Diploma in Practical Nursing. Revise the T.D. in Practical Nursing: Delete: NURS-110: Introduction to Pharmacology and Drug Dosage Calculations and NURS-111: Pharmacotherapy and Nursing from Required Courses in Major. ADD: NURS-105: Pharmacology in Nursing to Required Courses in Major. Total Program Hours Remain the same. Adjust Suggested Sequence for Fall Admission and Spring Admission to reflect modifications, specifically Fall Admission First and Second Semesters and Spring Admission First and Third Semesters. Motion to accept proposals [**Motion: Lilian Gamble; Second: Ray Duplessis; Carried, Unanimously**].

- f) The agenda was reordered. Original Placement Item VI.j.

Business & Technology/BUMG

Concept Proposal of a New Instructional Program. Certificate of Technical Studies in Retail Management. The purpose of the proposed program is to prepare individuals working in the retail industry, and related fields, for the industry training needs in supervision and management, marketing, financial management, and business planning. The curriculum encompasses several business essentials and emphasizes the skill sets needed for effective management and communication in the work environment. The proposed program's learning outcomes align with nationally recognized curriculum endorsed by the National Retail Certificate Program. The College is currently working with regional partners who support the development of this instructional program. Delgado Community College proposes a 9-course, 27-credit hour Certificate of Technical Studies program in "Retail Management." The proposed program will be embedded, 100 percent, in the existing A.A.S. in Business and Management, with a concentration in Retail Management. **[STAR 4] Motion to accept proposals [Motion: Deborah Skevington; Second: Ray Duplessis; Carried, Unanimously].**

- g) The agenda was reordered. Original Placement Item VI. k.

Business & Technology/BUMG

Program Revision: Associate of Applied Science in Business & Management, with a concentration in Retail Management. Revise the A.A.S. in Business & Management, with a concentration in Retail Management: DELETE: MANG-101: Human Relations in Business from Courses Required in Concentration; ADD: MANG-131: Human Resource Management to Courses Required in Concentration; Add: MANG-101: Human Relations in Business to "Choose three (3) courses from the following list." Total Concentration Hours and Total Program Hours Remain the same. Adjust Suggested Sequence to reflect modifications, specifically Third Semester and Fourth Semester. Motion to accept proposal **[Motion: Ray Duplessis; Second: Jennifer Bennett; Carried, Unanimously].**

- h) The agenda was reordered and items were combined for discussion. Original Placement Items VI. l. to VI. n

Technical Division/WLDG

Program Revision: Certificate of Technical Studies in Welding: Flux Cored Arc Welding & Gas Metal Arc Welding (FCAW & GMAW). Revise the C.T.S. in Welding: Flux Cored Arc Welding & Gas Metal Arc Welding (FCAW & GMAW): Delete: CCSS-108: Career Success Skills from Required Related Courses. Total Program Hours Reduce *from 27 to 24*. Adjust Suggested Sequence to reflect modifications, specifically Second Semester. Changes are a result of assessment data and Advisory Committee input.

Technical Division/WLDG

Program Revision: Certificate of Technical Studies in Welding: Shielded Metal Arc Welding (SMAW). Revise the C.T.S. in Welding: Shielded Metal Arc Welding (SMAW): Delete: CCSS-108: Career Success Skills from Required Related Courses. Total Program Hours Reduce *from 27 to 24*. Adjust Suggested Sequence to reflect modifications, specifically Second Semester. Changes are a result of assessment data and Advisory Committee input.

Technical Division/WLDG

Program Revision: Certificate of Technical Studies in Welding: Gas Tungsten Arc Welding (GTAW). Revise the C.T.S. in Welding: Gas Tungsten Arc Welding (SMAW): Delete: CCSS-108: Career Success Skills from Required Related Courses. Total Program Hours Reduce *from 27 to 24*. Adjust Suggested Sequence to reflect modifications, specifically Second Semester. Changes are a result of assessment data and Advisory Committee input. Motion to accept proposals [**Motion: Lilian Gamble; Second: Emily Cosper; Carried, Unanimously**].

- i) *The agenda was reordered. Original Placement Item VI. o.*

Technical Division/CRPT

Change of Program Name: Certificate of Technical Studies in Carpentry. Change the name of the C.T.S. in Carpentry *from C.T.S. in Carpentry to C.T.S. in Residential Construction*. The terms ‘carpentry’ and ‘carpenter’ are often associated with woodworking, cabinet-making, and building or repairing structures, and do not necessarily focus on the art of construction. The Certificate program prepares students to build residential structures, and the proposed title better reflects the content and student learning outcomes of the program. Motion to accept proposal [**Motion: Emily Cosper; Second: Deborah Skevington; Carried, Unanimously**].

- j) *The agenda was reordered. Original Placement Item VI.p*

Technical Division/CRPT

New Course: CRPT-235: Form Carpentry (2-5-3 / 105). Creation of a new course, CRPT-235: Form Carpentry. Course description: “Exploration and application of various foundation types, layout, and construction of concrete form for actual foundation pour.” Motion to accept proposal [**Motion: Ray Duplessis; Second: Kenneth Ripberger; Carried, Unanimously**].

- k) *The agenda was reordered. Original Placement Item VI. q.*

Technical Division/CRPT

Program Revision: Certificate of Technical Studies in Residential Construction. Revise the C.T.S. in Residential Construction: Delete: CCSS-108 from Required Related Courses; ADD: CRPT-235: Form Carpentry to Required Courses in Major; Total Program Hours Remain the same. Adjust Suggest Sequence to reflect modifications, specifically Third Semester. Motion to accept proposal. [**Motion: Lilian Gamble; Second: Sal Anselmo; Carried, Unanimously**].

- l) *The agenda was reordered and items were combined for discussion. Original Placement Items VI. r to VI.gg*

Communication/ESL

Change of Course Title: ESLN-005: Basic Conversation I. Change the title of ESLN-005: Basic Conversation I *from* ESLN-005: Basic Conversation *to* ESLN-005: Basic Listening and Speaking I. Revised title reflects current trends in language acquisition and more accurately reflects the learning activities of the course.

Communication/ESL

Change of Course Description: ESLN-005: Basic Listening and Speaking I. Change the description of ESLN-005: Basic Listening and Speaking I: "Provides student with little knowledge of English practice in speaking and listening. Emphasis on building vocabulary and listening skills. Students will practice grammatical structures at the low basic level with a focus on survival skills." Current description: *not published in Catalog.*

Communication/ESL

Change of Course Title: ESLN-006: Basic Conversation II. Change the title of ESLN-006: Basic Conversation II *from* ESLN-006: Basic Conversation *to* ESLN-006: Basic Listening and Speaking II. Revised title reflects current trends in language acquisition and more accurately reflects the learning activities of the course.

Communication/ESL

Change of Course Description: ESLN-006: Basic Listening and Speaking II. Change the description of ESLN-006: Basic Listening and Speaking II: "Students with basic proficiency in English. Active participation in a variety of interactive activities to improve listening and speaking. Emphasis on basic survival skills and applying Basic Two grammatical structures appropriately and correctly with speaking and writing." Current description: *not published in Catalog.*

Communication/ESL

Change of Course Title: ESLN-015: Intermediate Conversation I. Change the title of ESLN-015: Intermediate Conversation I *from* ESLN-015: Intermediate Conversation I *to* ESLN-015: Intermediate Listening and Speaking I. Revised title reflects current trends in language acquisition and more accurately reflects the learning activities of the course.

Communication/ESL

Change of Course Description: ESLN-015: Intermediate Listening and Speaking I. Change the description of ESLN-015: Intermediate Listening and Speaking I: "Students who have a low intermediate level of speaking and listening skills. Special emphasis on improving survival skills and on building an understanding of U.S. culture." Current description: *not published in Catalog.*

Communication/ESL

Change of Course Title: ESLN-016: Intermediate Conversation II. Change the title of ESLN-016: Intermediate Conversation II *from* ESLN-016: Intermediate Conversation II *to* ESLN-016: Intermediate Listening and Speaking II. Revised title

reflects current trends in language acquisition and more accurately reflects the learning activities of the course.

Communication/ESL

Change of Course Description: ESLN-016: Intermediate Listening and Speaking II. Change the description of ESLN-016: Intermediate Listening and Speaking II: “Designed for students who possess a high intermediate level of speaking and listening skills. Special emphasis on helping students acquire academic skills and fully integrate in the U.S. academic community.” Current description: *not published in Catalog.*

Communication/ESL

Change of Course Title: ESLN-025: Advanced Conversation. Change the title of ESLN-025: Advanced Conversation *from* ESLN-025: Advanced Conversation *to* ESLN-025: Advanced Listening and Speaking I. Revised title reflects current trends in language acquisition and more accurately reflects the learning activities of the course.

Communication/ESL

Change of Course Description: ESLN-025: Advanced Listening and Speaking I. Change the description of ESLN-025: Advanced Listening and Speaking I: “Pronunciation, presentation, and note-taking skills at the advanced level.” Current description: *not published in Catalog.*

Communication/ESL

New Course: ESLR-030: Advanced Writing I (3-3-4 / 90). Creation of a new course, ESLR-030: Advanced Writing I. The goal of the course is to prepare students to pass the ESL Exit Examination and to be prepared for writing assignments in ENGL-101. Course description: “Designed for students with an advanced level of English reading and writing skills. Prepares students for integration into the College composition course through readings, discussions, and a variety of writing activities. Focus on reading and analyzing articles and essays that can be used as content to supplement and generate ideas for in-class essay tests and other writing assignments. Review and reinforcement of essay structure and various grammar structures.”

Communication/ESL

New Course: ESLR-032: Advanced Writing II (3-3-4 / 90). Creation of a new course, ESLR-032: Advanced Writing II. The goal of this course is to remedy persistent language problems to assist students in passing the ESL Exit Examination. Course description: “Designed for advanced students who failed the ESL Exit Examination in ESLR-030. Prepares students for integration into the College composition course through readings, discussions, and a variety of writing activities. Focus on reading and analyzing articles that can be used as content to supplement and generate ideas for in-class essay tests and other writing assignments. Emphasis on vocabulary development, argumentative essay techniques, essay structure, and grammar.”

Communication/ESL

Course Termination: ESLR-023: Advanced Reading I. Course is being replaced by ESLR-030.

Communication/ESL

Course Termination: ESLR-027: Advanced Writing I. Course is being replaced by ESLR-030.

Communication/ESL

Course Termination: ESLR-024: Advanced Reading II. Course is being replaced by ESLR-032.

Communication/ESL

Course Termination: ESLR-027: Advanced Writing II. Course is being replaced by ESLR-032. Motion to *conditionally* accept proposals, pending submission of corrected syllabi (format and content). **[Motion: Peter Cho; Second: Ray Duplessis; Carried, Unanimously].**

- m) *The agenda was reordered. Original Placement Item VI.hh.*

Communication/FREN

Change of Course Description: FREN-125: French Culture Around the World. Change the description of FREN-125: French Culture Around the World: "Examination of contemporary French and Francophone culture around the world using discussions, readings from textbooks and authentic cultural documents, such as newspapers and magazines; travel, class field trips and personal excursions; and Internet resources, websites, and videos." Current description: "Examines contemporary French cultures using field trips, maps, readings, interviews and films. Course taught in English." Updated/Revised Master Syllabus presented for review/approval. Motion to accept proposals. **[Motion: Janet Gauthier Stephens; Second: Lilian Gamble; Carried, Unanimously].**

- n) *The agenda was reordered. Original Placement Item VI.ij*

Business & Technology/CULA

New Course: CULA-224: Kitchen Gardening (1-2-1 / 45). Creation of a new course, CULA-224: Kitchen Gardening, designed to introduce the basic terms, concepts, and practices associated with planting and maintaining a kitchen garden. Course description: "Utilizing a private garden for foodservice, helping to control food costs, and adoption of sustainability in business." Motion to accept proposal **[Motion: Tamika Duplessis; Second: Lilian Gamble; Carried, Unanimously].**

- o) The agenda was reordered. Original Placement Item VI.kk
Business & Technology/CULA
New Course: PAST-201: Artesian Breads (1-2-1 / 45). Creation of a new course, PAST-201: Artesian Breads, designed to provide skill work in bread making along with an overview of old world style techniques of making doughs. Course description: "European and old world techniques of bread making using ancient grains and cultures to produce artisanal breads." Motion to accept proposal **[Motion: Janet Gauthier Stephens; Second: Lilian Gamble; Carried, Unanimously]**.
- p) The agenda was reordered. Original Placement Item VI.ll.
Business & Technology/CULA
New Course: PAST-202: Vegetarian Cooking (1-2-1 / 45). Creation of a new course, PAST-201: Vegetarian Cooking. The course will introduce the basics of cooking plant based menu items. Course description: "Specialized instruction in plant based vegan and vegetarian cooking. Intensive study of the art of cooking non meat dishes as well as a study of the health benefits and dietary considerations when adopting a plant based diet." Motion to accept proposal **[Motion: Emily Cosper; Second: Janet Gauthier Stephens; Carried, Unanimously]**.
- q) The agenda was reordered. Original Placement Item VI.mm
Business & Technology/CULA
New Course: PAST-205: Candy Making (1-2-1 / 45). Creation of a new course, PAST-205: Candy Making, designed to introduce sugar crystallization and its manipulation in candy making. Course description: "Specialized class in candy making. Exploration of the varied possibilities available to the modern confectioner in the use of sugar crystallization in candy making. Provides the pastry student with the ability to manipulate crystalizing sugars suitable for a variety of candy products." Motion to accept proposal **[Motion: Anne LaVance; Second: Jeanne Samuel; Carried, Unanimously]**.
- r) The agenda was reordered. Original Placement Item VI.nn.
Business & Technology/CULA
Change of Course Lecture-Lab and/Contact Hours: CULA-107: Foodservice Purchasing and Storeroom Operations. Change the lecture-lab-and/contact hours of CULA-107: Foodservice Purchasing and Storeroom Operations *from* 2-2-3/ 60 *to* 3-0-3 / 45. Motion to accept proposal **[Motion: Deborah Skevington; Second: Janet Gauthier Stephens; Carried, Unanimously]**.

- s) *The agenda was reordered. Original Placement Item VI.oo*
Business & Technology/BUSG
Change of Course Title: BUSG-151: Personal Investments. Change the title of BUSG-151: Personal Investments *from* BUSG-151: Personal Investments *to* BUSG-151: Stock Markets and Investing. The revised title better describes the purpose and content of the course. Motion to accept proposal [**Motion: Lilian Gamble; Second: Jennifer Bennett; Carried, Unanimously**].
- t) *The agenda was reordered. Original Placement Item VI.pp*
Business & Technology/ADOT
Change of Course Title: ADOT-101: Document Production. Change the title of ADOT-101: Document Production *from* ADOT-101: Document Production *to* ADOT-101: Keyboarding I. *Note: course title was "Keyboarding I" until Fall 2014.* Motion to accept proposals. [**Motion: Ray Duplessis; Second: Jennifer Bennett; Carried, Unanimously**].

VII. Consent Agenda

- a) **Business & Technology/CULA**
Course Termination: CULA-281: Supervised Work Experience I.
- b) **Business & Technology/CULA**
Course Termination: CULA-282: Supervised Work Experience II.
- c) **Business & Technology/CULA**
Course Termination: CULA-283: Supervised Work Experience III.
- d) **Business & Technology/CULA**
Course Termination: CULA-284: Supervised Work Experience IV.
- e) **Business & Technology/CULA**
Course Termination: CULA-285: Supervised Work Experience V.
- f) **Business & Technology/CULA**
Course Termination: CULA-286: Supervised Work Experience VI.
- g) **Business & Technology/PAST**
Course Termination: PAST-150: Supervised Work Experience I.
- h) **Business & Technology/PAST**
Course Termination: PAST-250: Supervised Work Experience II.
- i) **Business & Technology/PAST**
Course Termination: PAST-251: Supervised Work Experience III.
- j) **Business & Technology/CULA**
Course Termination: CULA-108: A La Carte Preparations.
- k) **Business & Technology/CULA**
Course Termination: CULA-112: Food and Beverage Service.
- l) **Business & Technology/CULA**
Course Termination: CULA-178: Introductory Work Experience.
- m) **Business & Technology/CULA**
Course Termination: CULA-180: Introductory Work Experience.

- n) **Business & Technology/CULA**
Course Termination: CULA-204: Baking I.
- o) **Business & Technology/CULA**
Course Termination: CULA-223: Volume Food Production.
- p) **Business & Technology/CULA**
Course Termination: CULA-287: Catering Work Experience.
- q) **Business & Technology/CULA**
Course Termination: CULA-110: Food and Beverage Operations.
- r) **Business & Technology/CULA**
Course Termination: CULA-114: Basic Food Preparation.
- s) **Business & Technology/CULA**
Course Termination: CULA-179: Introductory Work Experience.
- t) **Business & Technology/CULA**
Course Termination: CULA-200: International Foods.
- u) **Business & Technology/CULA**
Course Termination: CULA-222: Pantry Preparation.
Motion to accept consent agenda [Motion: Ray Duplessis; Second: Lilian Gamble; Carried, Unanimously].

VIII. Old Business

IX. Next Meeting Fall 2018 (TBA)

X. Adjournment Meeting was adjourned at 3:24 p.m.