



CURRICULUM COMMITTEE MEETING

Friday, January 28, 2022, 2:00 p.m.

*Virtual Meeting via Zoom***

AGENDA

- I. Call to Order**
- II. Roll Call**
- III. Call for Public Comments (LA R.S. 42:26, 2010, No. 861, sec 23)**
**Governor's temporary approval for virtual meetings in light of continuing COVID-19 restrictions
- IV. Minutes of meeting of October 29, 2021**
- V. Curriculum Operations Report – Tim Stamm**
- VI. New Business**
 - a) **Technical Division/COSM**
New Course: ESTH-101: Introduction to Esthetics (3-7-4 / 150). Creation of a new course, ESTH-101: Introduction to Esthetics. Course description: "An overview of skills and knowledge of esthetics. This course will cover the history, opportunities in esthetics, life skills, professionalism, and communication."
 - b) **Technical Division/COSM**
New Course: ESTH-110: Science of Esthetics (2-9-3 / 165). Creation of a new course, ESTH-101: Introduction to Esthetics. Course description: "Study of general science. Course will cover infection controls, anatomy and physiology, chemistry, nutrition, and electricity as it relates to esthetics."
 - c) **Technical Division/COSM**
New Course: ESTH-201: Esthetic Treatments and Techniques (2-9-3 / 165). Creation of a new course, ESTH-201: Esthetic Treatments and Techniques. Course description: "Comprehensive coverage of treatments and techniques as these relate to the skin; physiology and histology of skin, disease, disorders, skin analysis, skin care products, treatment room, and facial treatments."
 - d) **Technical Division/COSM**
New Course: ESTH-205: Spa and Alternative Treatments (2-9-3 / 165). Creation

of a new course, ESTH-205: Spa and Alternative Treatments. Course description: "Alternative therapies. Course will cover electrotherapy and waxing."

e) **Technical Division/COSM**

New Course: ESTH-210: Advanced Esthetics (0-11-3 / 165). Creation of a new course, ESTH-210: Advanced Esthetics. Course description: "Advanced techniques. Covers advanced topics, treatments, facial massages, and makeup applications."

f) **Technical Division/COSM**

Final Approval of Curriculum: Career and Technical Certificate in Esthetics. Final approval of the C.T.C. in Esthetics, to include program description, curriculum outline, suggested sequence, and Student Learning Outcomes. Program Description: "Estheticians, or skincare specialists, cleanse and beautify the face and body to enhance a person's appearance. Typically, estheticians will evaluate the client's skin condition and appearance; discuss available treatments and determine which products will improve client's skin quality; remove unwanted hair, using wax, lasers, or other approved treatments; clean the skin before applying makeup; recommend skin care products, such as cleansers, lotions, or creams; teach and advise clients on how to apply makeup, and how to take care of their skin; refer clients to dermatologists for serious skin problems; and disinfect equipment and clean work areas. Student Learning Outcomes: Manage and operate a full-service spa; Apply safety and sanitation procedures in accordance with the Louisiana State Board of Cosmetology regulations; Apply appropriate esthetic techniques depending on client need(s). Note: the College is authorized to offer the C.T.C. program by the Louisiana State Board of Cosmetology. The program will be a limited-admission program.

g) **Communication/American Sign Language Interpreting**

Program Review: Review/Discussion of the Program Review Report (2020-2021) for the A.A. in American Sign Language Interpreting.

h) **Business & Technology/Architectural/Design Construction Technology**

Program Review: Review/Discussion of the Program Review Report (2020-2021) for the A.A.S. in Architectural/Design Construction Technology.

i) **Business & Technology/Business Administration**

Program Review: Review/Discussion of the Program Review Report (2020-2021) for the A.S. in Business Administration.

j) **Business & Technology/Computer Information Technology**

Program Review: Review/Discussion of the Program Review Report (2020-2021) for the A.A.S. in Computer Information Technology and related certificate programs.

- k) **Business & Technology/Computer Network Technology**
Program Review: Review/Discussion of the Program Review Report (2020-2021) for the A.A.S. in Computer Information Technology, the C.T.S. in Computer Network Technician, and the C.T.C. in NET+ Certification.
- l) **Allied Health/Diagnostic Medical Sonography**
Program Review: Review/Discussion of the Program Review Report (2020-2021) for the P.A.C. in Diagnostic Medical Sonography.
- m) **Technical Division/Electrician**
Program Review: Review/Discussion of the Program Review Report (2020-2021) for the C.T.S. in Electrician: Commercial, the C.T.S. in Electrician: Residential, and the C.T.S. in Electrician: Small Industrial.
- n) **Allied Health/Emergency Medical Technician**
Program Review: Review/Discussion of the Program Review Report (2020-2021) for the C.T.S. in Emergency Medical Technician-Paramedic and the C.T.C. in Emergency Medical Technician-Basic.
- o) **Business & Technology/Fire Science Technology**
Program Review: Review/Discussion of the Program Review Report (2020-2021) for the A.A.S. in Fire Science Technology and the C.T.S. in Fire Science Technology.
- p) **Allied Health/Funeral Service Education**
Program Review: Review/Discussion of the Program Review Report (2020-2021) for the A.A.S. in Funeral Service Education and the C.T.S. in Funeral Service.
- q) **Allied Health/Health Information Technology**
Program Review: Review/Discussion of the Program Review Report (2020-2021) for the A.A.S. in Health Information Technology, the C.A.S. in Medical Coding, and the C.T.S. in Medical Registration Specialist.
- r) **Business & Technology/Hospitality Management**
Program Review: Review/Discussion of the Program Review Report (2020-2021) for the A.A.S., the C.T.S., and the C.T.C. in Hospitality Management.
- s) **Business & Technology/Instrumentation and Control**
Program Review: Review/Discussion of the Program Review Report (2020-2021) for the A.A.S. in Instrumentation and Control.

- t) **Allied Health/Occupational Therapy Assistant**
Program Review: Review/Discussion of the Program Review Report (2020-2021) for the A.A.S. in Occupational Therapy Assistant.
- u) **Allied Health/Respiratory Care Technology**
Program Review: Review/Discussion of the Program Review Report (2020-2021) for the A.A.S. in Respiratory Care Technology.
- v) **Business & Technology/Administrative Office Technology**
Program Review: Review/Discussion of the Discipline Review Report (2020-2021) for Administrative Office Technology.
- w) **Communication/English**
Program Review: Review/Discussion of the Discipline Review Report (2020-2021) for English.
- x) **Science & Mathematics/Geology**
Program Review: Review/Discussion of the Discipline Review Report (2020-2021) for Geology.
- y) **Arts & Humanities/Philosophy**
Program Review: Review/Discussion of the Discipline Review Report (2020-2021) for Philosophy.
- z) **Arts & Humanities/Psychology**
Program Review: Review/Discussion of the Discipline Review Report (2020-2021) for Psychology.
- aa) **Arts & Humanities/Sociology**
Program Review: Review/Discussion of the Discipline Review Report (2020-2021) for Sociology.
- bb) **Arts & Humanities/Theatre Arts**
Program Review: Review/Discussion of the Discipline Review Report (2020-2021) for Theatre Arts.
- cc) **Business & Technology/CMIN**
Program Revision: Associate of Applied Science in Computer Information Technology, with a concentration in Programmer/Analyst and Associate of Applied Science in Computer Information Technology, with a concentration in Game Design: Revise the A.A.S. in Computer Information Technology, with a concentration in Programmer/Analyst: Required Courses in Concentration: Add: ADOT-209: User Experience and Prototyping to list of courses under the heading “select 3 courses from the following.” Revise the A.A.S. in Computer Information

Technology, with a concentration in Game Design: Required Courses in Concentration: Add: ADOT-209: User Experience and Prototyping to list of courses under the heading “select 3 courses from the following.” Total concentration and Total Program hours remain the same. No changes to Suggested Sequences.

dd) **Science & Mathematics/BIOL**

Change of Prerequisite Requirement: BIOL-101: General Biology I (non-science majors). Add: Readiness for ENGL-101: English Composition I or ENGL-110: Intensive English Composition I as prerequisite requirements.

ee) **Science & Mathematics/BIOL**

Change of Prerequisite Requirement: BIOL-102: General Biology II (non-science majors). Add: Readiness for ENGL-101: English Composition I or ENGL-110: Intensive English Composition I as prerequisite requirements.

ff) **Science & Mathematics/BIOL**

Change of Prerequisite Requirement: BIOL-107: General Biology I Lab (non-science majors). Add: Readiness for ENGL-101: English Composition I or ENGL-110: Intensive English Composition I as prerequisite requirements.

gg) **Science & Mathematics/BIOL**

Change of Prerequisite Requirement: BIOL-108: General Biology II Lab (non-science majors). Add: Readiness for ENGL-101: English Composition I or ENGL-110: Intensive English Composition I as prerequisite requirements.

hh) **Science & Mathematics/BIOL**

Change of Prerequisite Requirement: BIOL-114: Nutrition. Add: Readiness for ENGL-101: English Composition I or ENGL-110: Intensive English Composition I as prerequisite requirements.

ii) **Science & Mathematics/BIOL**

Change of Prerequisite Requirement: BIOL-143: General Biology I Lab (Science Majors). Add: Readiness for ENGL-101: English Composition I or ENGL-110: Intensive English Composition I as prerequisite requirements.

jj) **Science & Mathematics/BIOL**

Change of Prerequisite Requirement: BIOL-161: Introductory Anatomy & Physiology. Add: Readiness for ENGL-101: English Composition I or ENGL-110: Intensive English Composition I as prerequisite requirements.

kk) **Science & Mathematics/BIOL**

Change of Prerequisite Requirement: BIOL-163: Introductory Anatomy &

Physiology Laboratory. Add: Readiness for ENGL-101: English Composition I or ENGL-110: Intensive English Composition I as prerequisite requirements.

- ll) **Science & Mathematics/BIOL**
Change of Prerequisite Requirement: BIOL-180-184: Biological Issues. Remove prerequisites from BIOL-180-184: Biological Issues. Current prerequisites: “BIOL-141 and BIOL-143.”

- mm) **Nursing/PRNU**
Program Revision: Technical Diploma in Practical Nursing. Revise the T.D. in Practical Nursing: DELETE: Required Related Category; ADD: Prerequisite category: BIOL-161: Introductory Anatomy and Physiology; BIOL-163: Introductory Anatomy and Physiology Lab; and HESC-109: Medical Nutrition Therapy for Nursing and Allied Health. Prerequisite course must be completed prior to enrollment in Practical Nursing courses/program acceptance. Total program hours remain the same. Adjust Suggested Sequences: Fall Admission: Creation of a “Prerequisite” semester with BIOL-163: Introductory Anatomy and Physiology Lab; and HESC-109: Medical Nutrition Therapy for Nursing and Allied Health, Total: 7 credit hours; Adjust First Sequence to reflect removal of BIOL-163: Introductory Anatomy and Physiology Lab; and HESC-109: Medical Nutrition Therapy for Nursing and Allied Health, Total: 9 credit hours. Spring Admission: Creation of a “Prerequisite” semester with BIOL-163: Introductory Anatomy and Physiology Lab; and HESC-109: Medical Nutrition Therapy for Nursing and Allied Health, Total: 7 credit hours; Adjust First Sequence to reflect removal of BIOL-163: Introductory Anatomy and Physiology Lab; and HESC-109: Medical Nutrition Therapy for Nursing and Allied Health, Total: 9 credit hours.

- nn) **Allied Health/SURG**
Change of Course Lecture, Lab, Credit, and/Contact Hours: SURG-111: Surgical Instruments and Procedures. Change the lecture, lab, credit, and/Contact hours of SURG-111: Surgical Instruments and Procedures *from* 1-8-3 / 165 *to* 3-9-4 / 180. Changes are necessary to address content requirements and related practical experiences.

- oo) **Allied Health/SURG**
Change of Course Description: SURG-111: Surgical Instruments and Procedures. Change the description of SURG-111: Surgical to state: “Commonly used basic instrumentation, supplies and equipment and surgical communication used in nine of the many surgical specialty areas of: General, Gynecological, Genito-Urological, Neurological, Oral, Plastic, ENT, Ophthalmic, Cardiac, Peripheral, Thoracic and Orthopedic procedures. Introduce the supply and usage of commonly used sterile items such as: surgical sponges, dressings, catheters, drains, sutures, endoscopic/minimally invasive instruments and pathology.” Current Description: “Basic instrumentation, supplies, and equipment used in

general, gynecological, urological, and basic orthopedic procedures. Introduces surgical procedures germane to these specialties along with their pathology, positioning, draping, preps, and incisions.”

pp) **Allied Health/SURG**

Change of Course Lecture, Laboratory, Credit, and/Contact Hours: SURG-141: Introduction to Clinical Practicum. Change the lecture, laboratory, credit, and/contact hours of SURG-141: Introduction to Clinical Practicum *from* 1-8-2 / 135 *to* 2-9-4 / 165. Changes are necessary to address content requirements and related practical experiences.

qq) **Allied Health/SURG**

Change of Course Description: SURG-141: Introduction to Clinical Practicum. Change the description of SURG-141: Introduction to Clinical Practicum to state: “Perioperative, intraoperative and post care patient care concepts, the role of the surgical technologist, circulator and other members on the surgical team related to safe patient care in the surgical suites. Development of surgical conscience, knowledge of creation and maintenance of the sterile field, and infectious processes related to wound healing. Review ethical and legal aspects, medical terminology, and basic concepts of workplace management.” Current description: “Introduces surgical techniques and procedures and observation of actual surgical procedures.”

rr) **Allied Health/SURG**

Change of Course Lecture, Laboratory, Credit, and/Contact Hours: SURG-201: Clinical Specialties. Change the lecture, laboratory, credit, and/contact hours of SURG-201: Clinical Specialties *from* 2-4-3 / 90 *to* 3-6-4 / 135.

ss) **Allied Health/SURG**

Change of Course Description: SURG-201: Clinical Specialties. Change the description of SURG-201: Clinical Specialties to state: “Introduces surgical specialty procedures in the selected specialty areas of Minimally Invasive Endoscopic and Robotic-Assisted General Surgery, Gynecological and Obstetrical, Ophthalmic, Orthopedics, Endoscopic and Robotic-Assisted Genitor-Urological Surgery, and Diagnostic Procedures. Includes anatomical structures, sterile surgical instruments, equipment, and supplies required for safe patient care.” Current description: “Equipment, instruments, sutures, drains, and dressing required for surgeries in various medical fields. Specialties covered include general, urological, obstetrical, gynecological, plastic, oral, orthopedic, neuro, dental, and otorhinolaryngological surgeries.”

- tt) **Allied Health/SURG**
Change of Course Credit hours: SURG-211: Clinical Practicum I. Change the credit hours of SURG-211: Clinical Practicum I *from 3 to 4*.
- uu) **Allied Health/SURG**
Change of Course Description: SURG-211: Clinical Practicum I. Change the description of SURG-211: Clinical Practicum I to state: "Health-related, surgery based, clinical learning experience. The hands-on opportunity will enable the student to apply specialized occupational theory, and aseptic technique concepts. Under direct supervision, members of the surgical team and/or clinical preceptor will introduce and allow students to participate in the actual surgical environment. Hospital facilities, procedures, and decontamination of surgical instruments." Current description: "Rotation in general, urological, obstetrical, gynecological, ophthalmological, oral, dental and otorhinolaryngological procedures. Under direct supervision of faculty."
- vv) **Allied Health/SURG**
Change of Course Credit hours: SURG-212: Clinical Practicum II. Change the credit hours of SURG-212: Clinical Practicum II *from 4 to 6*.
- ww) **Allied Health/SURG**
Change of Course Description: SURG-212: Clinical Practicum II. Change the description of SURG-212: Clinical Practicum II to state: "Health-related, surgery based, clinical learning experience. Under direct supervision, members of the surgical team and/or clinical preceptor will introduce and/or allow students to participate in the actual surgical environment and apply specialized surgical theory and practices related to the specialty areas of Neurology, Peripheral Vascular, Thoracic, Cardiology and Otorhinolaryngology surgery. Facilities, procedures, and practices of the working surgical environment." Current description: "Rotation in plastic surgery, neurosurgery, and cardiovascular, thoracic, peripheral vascular, and orthopedic surgery."
- xx) **Allied Health/SURG**
Change of Course Credit hours: SURG-213: Clinical Practicum III. Change the credit hours of SURG-213: Clinical Practicum III *from 3 to 4*.
- yy) **Allied Health/SURG**
Change of Course Description: SURG-213: Clinical Practicum III. Change the description of SURG-213: Clinical Practicum III to state: "Surgery based, clinical learning experience under direct supervision of staff surgical team members. Participation within the actual surgical environment applying knowledge and skills gained from previous surgical procedures. The student is assigned to scrub in various major and minor surgical procedures at affiliate hospitals." Current description: "Student participation as a member of the surgical team in an

aseptic environment with minimal supervision by hospital staff or instructor. Clinical experience in specialty areas of the surgery department such as general surgery, ortho surgery, eye surgery, etc.”

zz) **Allied Health/SURG**

Change of Course Lecture, Laboratory, Credit, and/Contact Hours: SURG-215: SACK Seminar. Change the lecture, laboratory, credit, and/contact hours of: SURG-215: SACK Seminar *from* 1-0-1 / 15 *to* 2-0-2 / 30.

aaa) **Allied Health/SURG**

Change of Course Description: SURG-215: SACK Seminar. Change the description of: SURG-215: SACK Seminar to state: “Self-Assessment of Current Knowledge is designed as a review of basic sciences, biomedical science, medical terminology, microbiology and safe patient care. Topics of discussion and practice include continuing education, job resume’, job application and job interview protocol. Review anesthesia and pharmacology, concepts of patient care, supplies and equipment, and electricity and physics, specialty surgical instrumentation, positioning and anatomical structures related to various surgical procedures in all specialty areas.” Current description: “Review of all tests and quizzes taken during the year. Individual, group, and program topics that need further study are recognized, and additional reading, lectures, and tests are given.”

bbb) **Allied Health/SURG**

Program Revision: Associate of Applied Science in Surgical Technology. Revise the A.A.S. in Surgical Technology: Required Related Courses: DELETE: CMIN-201: Computer and Internet Literacy and HESC-112: Advanced Medical Terminology. General Education Requirements: DELETE: CMST-130: Fundamentals of Communication; ADD: Humanities Requirements, 3 credit hours. Total program hours **increase** *from* 60 *to* 63 (as a result of credit hour changes above). Adjust Suggest Sequences to reflect changes, specifically, Second Semester increase credit hours *from* 11 *to* 14; Third Semester: Delete: CMIN-201: Computer and Internet Literacy and HESC-112: Advanced Medical Terminology; ADD: Humanities Requirement; Credit hours decrease *from* 12 *to* 11; Fourth Semester (Summer Session) credit hours increase *from* 8 *to* 10; Fifth Semester: Delete: CMST-130: Fundamentals of Communication, credit hours decrease *from* 13 *to* 12.

VII. Consent Agenda

a) **Arts & Humanities/TEAC**

Change of Prerequisite Requirement: TEAC-201: Teaching and Learning in Diverse Settings I. Change the prerequisite of TEAC-201: Teaching and Learning in Diverse Settings I to remove “permission of the program director” from the

prerequisite requirements. The following prerequisite requirements remain:
ENGL-101, Acceptance to the Associate of Science in Teaching Program.

b) **Science & Mathematics/BIOL**

Master Syllabus Update: BIOL-141: General Biology I (Science Majors).

c) **Science & Mathematics/BIOL**

Master Syllabus Update: BIOL-142: General Biology II (Science Majors).

d) **Science & Mathematics/BIOL**

Master Syllabus Update: BIOL-144: General Biology II Lab (Science Majors).

VIII. Old Business

IX. Next Meeting February 25, 2022

X. Adjournment