Delgado
COMMUNITY COLLEGE

CURRICULUM COMMITTEE MEETING
Friday, February 1, 2013 - 2:00 p.m.
Bayou St. John, City Park Campus – (Building 23, Second Floor)

AGENDA

I. **Call to Order**

II. **Roll Call**

III. **Minutes of meeting of the November 16, 2012**

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."

b) Articulation Agreement: Delgado Community College and University of New Orleans, A.A.S. in Dietetics, A.A.S. in Health Information Technology, A.A.S. in Funeral Services Education, A.A.S. in Medical Laboratory Technician, A.A.S. in Occupational Therapy Assistant, A.A.S. in Physical Therapy Assistant, A.A.S. in Radiologic Technology, A.A.S. in Respiratory Care Technology, A.A.S. in Veterinary Technology, Post-Associate Certificate in Diagnostic Medical Sonography, Post-Associate Certificate in Nuclear Medicine Technology, Post-Associate Certificate in Radiation Therapy to B. in Interdisciplinary Studies.

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) Social and Behavioral Sciences – Core Competencies/Descriptions – November 27, 2012.

VII. New Business

a) **Business & Technology/CADD:**
Program Review: Review/Discussion of the Program Review report for the A.A.S. and the C.T.S. in Computer Aided Design and Drafting.

b) **Arts & Humanities/INTD:**
Program Review: Review/Discussion of the Program Review report for the A.A. and the T.D. in Interior Design.

c) **Business & Technology/ADOT-LEGS:**
Program Review: Review/Discussion of the Program Review report for the C.T.S. in Legal Secretary.

d) **Allied Health/MSTH:**
Program Review: Review/Discussion of the Program Review report for the C.T.S. in Massage Therapy.

e) **Allied Health/NUMT:**
Program Review: Review/Discussion of the Program Review report for the P.A.C. in Nuclear Medicine Technology.

f) **Allied Health/SURG:**
Program Review: Review/Discussion of the Program Review report for the C.T.S. in Surgical Technology.

g) **Allied Health/VETT:**
Program Review: Review/Discussion of the Program Review report for the A.A.S. in Veterinary Technology.

h) **Allied Health/HESC:**
Concept Proposal of a New Program: Technical Competency Area for Electrocardiography Technician. Creation of a Technical Competency Area (T.C.A.) for Electrocardiography Technician (EKG). The six-credit hour T.C.A. is designed to prepare completers with the skills necessary for entry into health services employment as Electrocardiograph Technicians.

Students who successfully complete the proposed TCA will be eligible to sit for a national certification exam. The proposed Technical Competency Area will be comprised of two existing courses at the College, and initiating such a program will incur no additional cost.

i) **Allied Health/PHAR:**
Change of Course Prerequisite Requirements: PHAR-151: Pharmacy Clinical Practice I. Change the prerequisite requirements of PHAR-151: Pharmacy Clinical Practice I to state: "PHAR-102: Pharmacy Practice I, and PHAR-106: Pharmacy Practice Laboratory, PHAR-116: Pharmacy Math." Current prerequisites: PHAR-110: Sterile Products and PHAR-112: Sterile Products Laboratory."

j) **Business & Technology/BUSG:**
Course Deletion: BUSG-140: Principles of Bank Operations. Delete the course, BUSG-140: Principles of Bank Operations, as it has not been offered in several years, and is not requirement in any degree or certificate program.

k) **Business & Technology/MANG:**
Course Deletion: MANG-203: Principles of Labor Relations. Delete the course, MANG-203: Principles of Labor Relations, as it has not been offered in several years, and is not requirement in any degree or certificate program; however, may be used as an elective in the Human Resources Concentration of the A.A.S. in Business and Management.

l) **Business & Technology/MARK:**
Course Deletion: MARK-216: Purchasing. Delete the course, MARK-216: Purchasing, as it has not been offered in several years, and is not requirement in any degree or certificate program.

m) **Business & Technology/BUSG/ENTR:**
Program Revision: Certificate of Technical Studies in Entrepreneurship. Revise the C.T.S. in Entrepreneurship: Delete: BUSG-121: Business Mathematics as a course Required in Major; Add: ACCT-222: Computerized Accounting using Quickbooks to courses Required in Major. Total Program Hours remain the same.

n) **Business & Technology/BUSG/BUSL/MANG:**
Change of Course Prerequisite Requirements: BUSG-128: Electronic Commerce; BUSG-129: Introduction to Business; BUSG-200: International Business; BUSL-202: Introduction to the Legal Profession; MANG-101: Human Relations in Business; MANG-206: Introduction to Logistics. Add: "Eligibility for READ-101: Analytical Reading (i.e, completion of Developmental Reading Requirements)" as a prerequisite requirement.

o) **Business & Technology/BUSG/MARK:**
Change of Course Prerequisite Requirements: BUSG-115: Starting a New Business; BUSG-210: Business Ethics; MARK-201: Principles of Marketing. Add: "Eligibility for READ-101: Analytical Reading (i.e., completion of Developmental Reading Requirements), and Eligibility for ENGL-101 (i.e., completion of Developmental English Requirements)" as prerequisite requirements.

p) **Business & Technology/BUSG:**
Change of Course Prerequisite Requirements: BUSG-125: Personal Finance; BUSG-151: Personal Investments. Add: Eligibility for READ-101: Analytical Reading (i.e., completion of Developmental Reading Requirements), and Eligibility for MATH-095: Introductory Algebra I" as prerequisite requirements.

q) **Business & Technology/ELST:**
Course Deletion: ELST-230: Digital Circuits. Delete the course, ELST-230: Digital Circuits, from the Catalog of course offerings.

r) **Business & Technology/ELST:**
Course Deletion: ELST-232: Digital Circuits Lab. Delete the course, ELST-232: Digital Circuits Lab, from the Catalog of course offerings.

s) **Business & Technology/ELST:**
Course Deletion: ELST-234: Microprocessor Fundamentals. Delete the course, ELST-234: Microprocessor Fundamentals, from the Catalog of course offerings.

t) **Business & Technology/ELST:**
Course Deletion: ELST-236: Microprocessor Fundamentals Lab. Delete the course, ELST-236: Microprocessor Fundamental Lab, from the Catalog of course offerings.

u) **Business & Technology/ELST:**
Course Deletion: ELST-261: Computer Repair Fundamentals (3-0-3/45). Delete the course, ELST-261: Computer Repair Fundamentals, from the Catalog of course offerings.

v) **Business & Technology/ELST:**
Course Deletion: ELST-263: Computer Repair Fundamentals Lab (0-3-1/45). Delete the course, ELST-263: Computer Repair Fundamentals Lab, from the Catalog of course offerings.

w) **Business & Technology/ELST:**
New Course: ELST-262: Computer Repair Fundamentals (3-3-4/90).
Creation of a new course, ELST-262: Computer Repair Fundamentals.
This combined lecture-lab course will better serve the needs of the
students. ELST-261 and ELST-263 were listed a co-requisite
requirements; however, should be taught as one combined lecture/lab
course, as expected student learning outcomes can better be addressed
using a combined, rather than co-requisite, course model.

x) **Business & Technology/ELST:**
Course Deletion: ELST-266: Advanced Computer Repair (3-0-3/45).
Delete the course, ELST-266: Advanced Computer Repair, from the
Catalog of course offerings.

y) **Business & Technology/ELST:**
Course Deletion: ELST-268: Advanced Computer Repair Lab (0-3-
1/45). Delete the course, ELST-268: Advanced Computer Repair Lab,
from the Catalog of course offerings.

z) **Business & Technology/ELST:**
New Course: ELST-267: Advanced Computer Repair (3-3-4/90).
Creation of a new course, ELST-267: Advanced Computer Repair. This
combined lecture-lab course will better serve the needs of the students.
ELST-266 and ELST-268 were listed a co-requisite requirements;
however, should be taught as one combined lecture/lab course, as
expected student learning outcomes can better be addressed using a
combined, rather than co-requisite, course model.

aa) **Business & Technology/CNET:**
Program Revision: Associate of Applied Science in Computer Network
Technology. Revise the A.A.S. in Computer Network Technology. Delete:
ELST-234: Microprocessor Fundamentals and ELST-236: Microprocessor
Fundamentals Lab as combined "OR" choices in Required Related
Courses; Delete: ELST-261: Computer Repair Fundamentals and ELST-
263: Computer Repair Fundamentals Lab; and, ELST-266: Advanced
Computer Repair and ELST-268: Advanced Computer Repair Lab from
Required Related Courses. Add: ELST-262: Computer Fundamentals and
ELST-267: Advanced Computer Repair to Required Related Courses; Total
Program Hours remain the same.

bb) **Business & Technology/ELST:**
Program Revision: Associate of Applied Science in Electronic Service
Technology. Revise the A.A.S. in Electronic Service Technology. Delete:
ELST-230: Digital Circuits and ELST-232: Digital Circuits Lab as
combined "OR" choices; and, ELST-234: Microprocessor Fundamentals
and ELST-236: Microprocessor Fundamentals Lab as combined "OR"
choices in Courses Required in Major; Delete: ELST-261: Computer Repair

Fundamentals and ELST-263: Computer Repair Fundamentals Lab; and, ELST-266: Advanced Computer Repair and ELST-268: Advanced Computer Repair Lab from Required Courses in the Computer and Electronics Repair Concentration. Add: ELST-262: Computer Fundamentals and ELST-267: Advanced Computer Repair to Required Courses in the Computer and Electronics Repair Concentration; Total Program Hours remain the same.

cc) **Business & Technology/ELST:**
Program Revision: Certificate of Technical Studies in Computer and Electronics Service Technology. Revise the C.T.S. in Computer and Electronics Service Technology. Delete: ELST-261: Computer Repair Fundamentals and ELST-263: Computer Repair Fundamentals Lab from Required Courses in Major; Add: ELST-262: Computer Repair Fundamentals to Required Courses in Major. Total Program Hours remain the same.

dd) **Distance Learning & Instructional Technology:**
Request Authorization to Offer Instructional Programs via Distance Learning Technologies: Request authorization to offer the following instructional programs via distance learning technologies at 50 percent or greater: Associate of Arts in American Sign Language Studies; Associate of Arts Louisiana Transfer Degree; Associate of Science Louisiana Transfer Degree; Associate of Applied Science in Dietetics Technician; Certificate of Technical Studies in Accounting Technology: Account Clerk; Certificate of Technical Studies in Administrative Office Technology; Certificate of Technical Studies in Entrepreneurship. Request complies with the Board of Regents for Louisiana Higher Education Policy 2.12.

VIII. Consent Agenda

a) **Allied Health/PHAR:**
Master Syllabus Revision: PHAR-151: Pharmacy Clinical Practice I. Revise the Master Syllabus for PHAR-151: Pharmacy Clinical Practice I to include adjustments to maximum class size.

b) **Allied Health/PHAR:**
Master Syllabus Revision: PHAR-152: Pharmacy Clinical Practice II. Revise the Master Syllabus for PHAR-152: Pharmacy Clinical Practice II to include adjustments to maximum class size.

IX. Old Business

X. Next Meeting   March 1, 2013 (Scheduled Meeting)

XI. Adjournment