



CURRICULUM COMMITTEE MEETING

Friday, May 2, 2014 - 2:00 p.m.

Student Life Center, Dolphin Den – (Building 23, First Floor Floor)

MINUTES

I. Call to Order

The meeting was called to order at 2:03 p.m. Lester Adelsberg, Chair

II. Roll Call

| | | |
|-----------------|---------------------|-------------------------|
| Present | Lester Adelsberg | Anne LaVance |
| Were: | John Arbour | Mark McLean |
| | Abdelrahim Ayyad | Cheryl Myers |
| | Jennifer Bennett | Warren Punecky |
| | Douglas Brewster | Vance Roux |
| | Maria Cisneros | David Sanders |
| | Janet Colletti | Deborah Skevington |
| | Caitlin Cooper | Tim Stamm |
| | Lilian Gamble | Janet Gauthier Stephens |
| | Danielle Gandolfo | Kristine Strickland |
| | Joan Hodge | Tedd Walley |
| | Larisia Jones | Darlene Williams |
| | Linda Kieffer | Kiedra Williams |
| Attending to | Sal Anselmo | Thomas Gruber |
| Other Business: | Malene Arnaud-Davis | Rhonda King |
| | Vernell Briscoe | Melissa LaCour |
| | Ashley Chitwood | Larissa Littleton-Steib |
| | Monique Cola | Rhett McNorton |
| | Arnel Cosey | Claudia Martinez |
| | Lesha Coulon | Patrice Moore |
| | Sara DeLozier | Kenneth Ripberger |
| | Linda Donahue | Dolores Smith |
| | Raymond Duplessis | Theophilieus Worrell |
| | Meredith Feike | |
| Guests: | Uriia Hambrick | Dan Summitt |

III. Minutes of the Meeting of April 11, 2014

The Minutes of the Meeting of April 11, 2014, were reviewed and approved as submitted. [Motion: Deborah Skevington; Second: Anne LaVance; Carried, Unanimously]

IV. Curriculum Operations Report – Tim Stamm

V. 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 – Review – October 9, 2013
c) English – Review – November 5, 2013
d) Biological Sciences – Review – March 18, 2014
e) Physical Sciences – Review – April 8, 2014

VI. New Business

- a) **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: MATH-118: Algebra for College Students; Add: MATH-120: Contemporary Mathematics or MATH-128: Applied Algebra or MATH-130: College Algebra; Total Program Hours remain the same. Motion to accept proposal [Motion: Tedd Walley; Second: John Arbour; Carried, Unanimously].

- b) *The agenda was reordered and items were combined for discussion.*

Original Placement Items V. b. to V. f.

Business & Technology/CIVT

Program Revision: Associate of Applied Science in Civil and Construction Applied Engineering Technology. Revise the A.A.S. in Civil and Construction Applied Engineering Technology: Delete: MATH-118: Algebra for College Students; Add: MATH-120: Contemporary Mathematics or MATH-128: Applied Algebra or MATH-130: College Algebra; Total Program Hours remain the same.

Business & Technology/CMIN

Program Revision: Associate of Applied Science in Computer Information Technology. Revise the A.A.S. in Computer Information Technology: Delete: MATH-118: Algebra for College Students; Add: MATH-120: Contemporary Mathematics or MATH-128: Applied Algebra or MATH-130: College Algebra; Total Program Hours remain the same.

Business & Technology/CNET

Program Revision: Associate of Applied Science in Computer Network Technology. Revise the A.A.S. in Computer Information Technology: Delete: MATH-118: Algebra for College Students; Add: MATH-120:

Contemporary Mathematics or MATH-128: Applied Algebra or MATH-130: College Algebra; Total Program Hours remain the same.

Business & Technology/ELST

Program Revision: Associate of Applied Science in Electronics Service Technology. Revise the A.A.S. in Electronics Service Technology: Delete: MATH-118: Algebra for College Students; Add: MATH-120: Contemporary Mathematics or MATH-128: Applied Algebra or MATH-130: College Algebra; Total Program Hours remain the same.

Business & Technology/FPTC

Program Revision: Associate of Applied Science in Fire Science Technology. Revise the A.A.S. in Fire Science Technology: Delete: MATH-118: Algebra for College Students; Add: MATH-120: Contemporary Mathematics or MATH-128: Applied Algebra or MATH-130: College Algebra; Total Program Hours remain the same. Motion to accept proposals [**Motion: Anne LaVance; Second: Janet Colletti; Carried, Unanimously**]

- c) *The agenda was reordered and items were combined for discussion. Original Placement Items V. g. to V. h.*

Business & Technology/CULA

Program Revision: Associate of Applied Science in Culinary Arts. Revise the A.A.S. in Culinary Arts: Delete: MATH-118: Algebra for College Students; Add: MATH-120: Contemporary Mathematics; Total Program Hours remain the same.

Business & Technology/HOST

Program Revision: Associate of Applied Science in Hospitality Management. Revise the A.A.S. in Hospitality Management: Delete: MATH-118: Algebra for College Students; Add: MATH-120: Contemporary Mathematics; Total Program Hours remain the same. Motion to accept proposals [**Motion: Anne LaVance; Second: Kiedra Williams; Carried, Unanimously**].

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

Allied Health/HEIT

Program Revision: Certificate of Applied Science in Medical Coding. Revise the C.A.S. in Medical Coding: Delete: MATH-118: Algebra for College Students; Add: MATH-130: College Algebra; Total Program Hours remain the same.

Allied Health/HEIT

Program Revision: Associate of Applied Science in Health Information Technology. Revise the A.A.S. in Health Information Technology: Delete: MATH-118: Algebra for College Students; Add: MATH-130: College Algebra; Total Program Hours remain the same. Motion to accept proposal [**Motion: Tedd Walley; Second: Joan Hodge; Carried, by majority vote with one (1) abstention**].

- e) The agenda was reordered and items were combined for discussion.
Original Placement Items V.k. to V.l.

Allied Health/OPHT

Program Revision: Certificate of Technical Studies in Ophthalmic Medical Assistant. Revise the Admission Requirements for the C.T.S. in Ophthalmic Medical Assistant to state: "Score on ACT, SAT, or Delgado Placement Test sufficient to place the student in ENGL-101: English Composition I, MATH-094: Intermediate Algebra, and completion of Developmental Reading." Delete reference to MATH-118: Algebra for College Students.

Allied Health/MSTH

Program Revision: Certificate of Technical Studies in Massage Therapy. Revise the Admission Requirements for the C.T.S. in Massage Therapy to state: "Be eligible for ENGL-101: English Composition I and MATH-093: Basic Algebra as documented by ACT, placement test, or developmental course completion." Delete reference to MATH-096: Introductory Algebra. Motion to accept proposals [**Motion: Larissa Jones; Second: Douglas Brewster; Carried, Unanimously**].

- f) The agenda was reordered and items were combined for discussion.
Original Placement Items V. m & V. o.

Allied Health/VETT

Program Revision: Associate of Applied Science in Veterinary Technology. Revise the A.A.S. in Veterinary Technology. Delete: MATH-118: Algebra for College Students; Add: MATH-130: College Algebra; Total Program Hours remain the same. Motion to accept proposal [**Motion: Cheryl Myers; Second: Anne Lavance; Carried, Unanimously**].

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

Allied Health/RADT

Program Revision: Associate of Applied Science in Radiologic Technology. Revise the A.A.S. in Radiologic Technology. Delete: MATH-118: Algebra for College Students; Add: MATH-120: Contemporary Math; Total Program Hours remain the same. Motion to accept proposal [**Motion: Larissa Jones; Second: Cheryl Myers; Carried, Unanimously**].

- h) The agenda was reordered and items were combined for discussion.
Original Placement Items V.m to V. o.

Allied Health/MLTS

Program Revision: Associate of Applied Science in Medical Laboratory Technician. Revise the A.A.S. in Medical Laboratory Technician. Delete: MATH-118: Algebra for College Students; Add: MATH-130: College Algebra; Total Program Hours remain the same. Motion to accept proposals. [**Motion: Cheryl Myers; Second: Anne LaVance; Carried, Unanimously**].

- i) The agenda was reordered. Original Placement Item V. p.
Allied Health/MLTS
Program Revision: Technical Competency Area in Phlebotomy. Revise the T.C.A. in Phlebotomy. “Be eligible MATH-094: Intermediate Algebra.” Delete reference to MATH-096: Introductory Algebra. Motion to accept proposal [**Motion: Douglas Brewster; Second: Linda Donahue; Carried, Unanimously**].
- j) The agenda was reordered and items were combined for discussion. Original Placement Items V.q. & V. t.
Allied Health/PTAP
Program Revision: Associate of Applied Science in Physical Therapy Assistant. Revise the A.A.S. in Medical Laboratory Technician. Delete: MATH-118: Algebra for College Students; Add: MATH-130: College Algebra; Total Program Hours remain the same. Motion to accept proposal [**Motion: Cheryl Myers; Second: Douglas Brewster; Carried, Unanimously**].
- k) The agenda was reordered and items were combined for discussion. Original Placement Items V. r. to V. s.
Allied Health/EMTE
Program Revision: Certificate of Technical Studies in Emergency Medical Technician-Paramedic. Revise the Admission Requirements for the C.T.S. in Emergency Medical Technician-Paramedic to state: “Score on ACT, SAT, or Delgado Placement Test sufficient to place at ENGL-101: English Composition I and MATH-094: Intermediate Algebra.” Delete reference to MATH-096: Introductory Algebra.
Allied Health/DMSU
Program Revision: Post-Associate Certificate in Diagnostic Medical Sonography. Revise the Admission Requirements for the P.A.C. in Diagnostic Medical Sonography. Delete: MATH-118: Algebra for College Students; Add: MATH-130: College Algebra. Motion to accept proposals [**Motion: John Arbour; Second: Cheryl Myers; Carried, Unanimously**].
- l) The agenda was reordered and items were combined for discussion. Original Placement Items V. q. & V.t.
Allied Health/PTAP
Program Revision: Associate of Applied Science in Dietetic Technician. Revise the A.A.S. in Dietetic Technician. Delete: MATH-118: Algebra for College Students; Add: MATH-120: Contemporary Mathematics; Total Program Hours remain the same. Motion to accept proposal [**Motion: Cheryl Myers; Second: Douglas Brewster; Carried, Unanimously**].

- m) The agenda was reordered and items were combined for discussion.

Original Placement Items V.u. to V. v.

Allied Health/SURG

Program Revision: Certificate of Technical Studies in Surgical Technology. Revise the Admission Requirements for the C.T.S. in Surgical Technology to state: "Score on the ACT, SAT or Delgado College Placement test sufficient to place the student in ENGL-101: English Composition I, MATH-120: Contemporary Mathematics, and no remedial reading requirements." Delete reference to MATH-095: Introductory Algebra.

Allied Health/PHAR

Program Revision: Certificate of Technical Studies in Pharmacy Technician. Revise the Admission Requirements for the C.T.S. in Surgical Technology to state: "Have completed the prerequisites for MATH-120: Contemporary Mathematics and ENGL-101: English Composition I, documented by placement test score or developmental course completion" Delete reference to MATH-118: Algebra for College Students. Motion to accept proposals [**Motion: Linda Donahue; Second: Deborah Skevington; Carried, Unanimously**].

- n) The agenda was reordered and items were combined for discussion.

Original Placement Items V.w. to V.y.

Allied Health/PHAR

Change of Course Prerequisite Requirement: PHAR-116: Pharmacy Mathematics. Change the prerequisite requirement of PHAR-116: Pharmacy Math to state: "Eligibility for MATH-120: Contemporary Mathematics and Acceptance in the Pharmacy Technician Program." Current prerequisites: "C or better in MATH-096: Introductory Algebra II and Acceptance in the Pharmacy Technician Program."

Allied Health/PHAR/HESC

Change of Course Prerequisite Requirement: HESC-116: Dosage Calculations for Allied Health. Change the prerequisite requirement of HESC-116: Dosage Calculations for Allied Health to state: "Eligibility for MATH-120: Contemporary Mathematics and Acceptance in the Pharmacy Technician Program." Current prerequisites: "C or better in MATH-096: Introductory Algebra."

Allied Health/PHAR

Change of Course Prerequisite Requirement: PHAR-109: Body Systems, Diseases, and Drugs. Change the prerequisite requirement of PHAR-109: Body Systems, Diseases, and Drugs to state: "Eligibility for ENGL 101: English Composition I, Eligibility for MATH 120: Contemporary Math, and declared major of Pharmacy Technician.." Current prerequisites: "ENGL 101, Eligibility for MATH 118, and declared major of Pharmacy Technician." Motion to accept proposals [**Motion: Mark McLean; Second: Kiedra Williams; Carried, Unanimously**].

- o) The agenda was reordered. Original Placement Item V.z.
Allied Health/HEIT
Change of Course Prerequisite Requirement: HEIT-211: Quality and Statistics. Change the prerequisite requirement of HEIT-211: Quality and Statistics to state: “HESC 118: Information Management for Allied Health Professionals and MATH-130: College Algebra.” Current prerequisites: “HESC 118 and MATH 118” Motion to accept proposal [Motion: Anne LaVance; Second: David Sanders; Carried, by majority vote, with three (3) abstentions].
- p) The agenda was reordered. Original Placement Item V. aa.
Nursing/NURS
Program Revision: Associate of Science in Nursing. Revise the A.S. in Nursing: Delete: MATH-118: College Algebra; Add: MATH-120: Contemporary Math or MATH-128: Applied Algebra or MATH-130: College Algebra in “Prerequisites to enrollment in first nursing course.” Delete: MATH-118: College Algebra; Add: MATH-120: Contemporary Math or MATH-128: Applied Algebra or MATH-130: College Algebra; Add: MATH-203: Statistics or MATH-128: Applied Algebra or MATH-130: College Algebra to General Education Requirements. Total Program Hours remain the same. Motion to accept proposal. [Motion: Deborah Skevington; Second: Warren Punecky; Carried, Unanimously].
- q) The agenda was reordered. Original Placement Item V.bb.
Nursing/NURS
Program Revision: Technical Diploma in Practical Nursing. Revise the Admission Requirements for the T.D. in Practical Nursing: Add: “Eligibility for MATH-120: Contemporary Math and ENGL-101: English Composition I by the admission date. (Note: Course completion is not required, but developmental courses must be completed by this time). Delete reference to MATH-118: Algebra for College Students. Motion to accept proposal [Motion: Deborah Skevington; Second: Maria Cisneros; Carried, Unanimously].
- r) The agenda was reordered. Original Placement Item V.cc.
Business & Technology/CMIN
Change of Program Description: Addition of Policy Note: Associate of Applied Science in Computer Information Technology. Add the following note to Required Courses in Major: “Students are required to take twelve (12) credit hours of Required Courses in Major at Delgado Community College.” The requirement exceeds that of general academic policy; however, is necessary to ensure students are successful in meeting programmatic outcomes that are aligned with the Association of Technology, Management, and Applied Engineering (ATMAE) accrediting standards. Motion to accept proposal [Motion: Mark McLean; Second: Linda Donahue; Carried, Unanimously].

- s) The agenda was reordered. Original Placement Item V. dd.
Allied Health/HESC
Change of Course Title: HESC-151: Health Sciences Survey and Orientation. Change the name of HESC-151: Health Sciences Survey and Orientation *from* HESC-151: Health Sciences Survey and Orientation *to* HESC-151: Introduction to Health Care Professions to better reflect course goals, outcomes, and content of the course. Motion to accept proposal [**Motion: Jennifer Bennett; Second: Janet Colletti; Carried, Unanimously**].
- t) The agenda was reordered and items were combined for discussion. Original Placement Items V. ee. to V. gg.
Business & Technology/MANG
Change of Course Prerequisite Requirements: MANG-220: Introduction to Operations Management. Remove prerequisite requirements from MANG-220: Introduction to Operations Management. Current prerequisites: “MANG-206: Introduction to Logistics, MATH-118: Algebra for College Students, and BUSG-224: Business Computer Applications or CMIN-201: Computer and Internet Literacy.” New industry-standard course material will be used in the course, and instruction/learning activities are sufficient to achieve expected outcomes with no prerequisite knowledge required for success in the course.
Business & Technology/MANG
Change of Course Prerequisite Requirements: MANG-229: Supply Chain Management. Remove prerequisite requirements from MANG-229: Supply Chain Management. Current prerequisites: “MANG-206: Introduction to Logistics, MATH-118: Algebra for College Students.” New industry-standard course material will be used in the course, and instruction/learning activities are sufficient to achieve expected outcomes with no prerequisite knowledge required for success in the course.
Business & Technology/MANG
Change of Course Prerequisite Requirements: MANG-230: Warehouse and Inventory Management. Remove prerequisite requirements from MANG-230: Warehouse and Inventory Management. Current prerequisites: “MANG-206: Introduction to Logistics, MATH-118: Algebra for College Students.” New industry-standard course material will be used in the course, and instruction/learning activities are sufficient to achieve expected outcomes with no prerequisite knowledge required for success in the course. Motion to accept proposals [**Motion: John Arbour; Second: Linda Donahue; Carried, Unanimously**].
- u) The agenda was reordered and items were combined for discussion. Original Placement Items V. hh. to V. jj.
Business & Technology/CULA
Change of Course Prerequisite Requirements: CULA-101: Introduction to Culinary Arts. Change the prerequisite requirement for CULA-101: Introduction to Culinary Arts to state: “Eligibility for ENGL-

101: English Composition I and MATH-120: Contemporary Math.”
Current prerequisites: “Eligibility for ENGL-101: English Composition I and MATH-118: College Algebra.”

Business & Technology/CULA

Change of Course Prerequisite Requirements: CULA-215: Food, Sales, Beverage, and Labor Cost Control. Change the prerequisite requirement for : CULA-215: Food, Sales, Beverage, and Labor Cost Control to state: “Eligibility for MATH-120: Contemporary Math.”
Current prerequisites: “Eligibility for MATH-118: College Algebra.”

v) **Business & Technology/PAST**

Change of Course Prerequisite Requirements: PAST-101: Introduction to Baking and Pastry. Change the prerequisite requirement for PAST-101: Introduction to Baking and Pastry to state: “Eligibility for ENGL-101: English Composition I and MATH-120: Contemporary Math.”
Current prerequisites: “Eligibility for ENGL-101: English Composition I and MATH-118: College Algebra.” Motion to accept proposals [**Motion: Jennifer Bennett; Second: Linda Donahue; Carried, Unanimously**].

w) The agenda was reordered and items were combined for discussion.

Original Placement Items V. kk. to V. ll.

Science & Mathematics/MATH

Change of Course Title: MATH-220: Basic Calculus. Change the title of MATH-220: Basic Calculus *from* MATH-220: Basic Calculus *to* MATH-220: Applied Calculus. Course maps to Louisiana Common Course (LCCN) CMAT-2103.

Science & Mathematics/MATH

Change of Course Description: MATH-220: Applied Calculus. Change the description of MATH-220: Applied Calculus to state: “An introduction to differential and integral calculus, with an emphasis on applications, designed primarily for business, economics, and social sciences. Topics include limits, the first and second derivative, the first and second derivative tests for relative extrema; exponential and logarithmic functions; the definite and indefinite integral, and the Fundamental Theorem of Calculus. Calculus will be used to solve real world applications.” Course description matches Louisiana Common Catalog description for CMAT 2103: Applied Calculus. Motion to accept proposals [**Motion: Warren Punecky; Second: Janet Colletti; Carried, Unanimously**].

x) The agenda was reordered and items were combined for discussion.

Original Placement Items V. mm. to V. qq.

Allied Health/RADT

Change of Course Practicum and/Contact Hours: RADT-151: Radiographic Practicum I. Change the Practicum and Contact hours of

RADT-151: Radiographic Practicum I *from* 0-12-2 / 180 *to* 0-16-2 / 240 to better reflect learning outcomes for the course.

Allied Health/RADT

Change of Course Practicum-Credit Hours: RADT-251: Advanced Radiographic Practicum I. Change the Practicum and Contact hours of RADT-251: Advanced Radiographic Practicum I *from* 0-25-4 / 375 *to* 0-25-3 / 240 to better reflect learning outcomes for the course.

Allied Health/RADT

Change of Course Practicum-Credit Hours: RADT-252: Advanced Radiographic Practicum II. Change the Practicum and Contact hours of RADT-252: Advanced Radiographic Practicum II *from* 0-25-4 / 375 *to* 0-25-3 / 240 to better reflect learning outcomes for the course.

Allied Health/RADT

Change of Course Practicum-Credit Hours: RADT-253: Advanced Radiographic Practicum III. Change the Practicum and Contact hours of RADT-252: Advanced Radiographic Practicum III *from* 0-25-4 / 375 *to* 0-25-3 / 240 to better reflect learning outcomes for the course.

Allied Health/RADT

Program Revision: Associate of Applied Science in Radiologic Technology. Revise the A.A.S. in Radiologic Technology based on the change of course credit hours. Total program hours decrease *from* 72 *to* 69. Motion to accept proposal [**Motion: Jennifer Bennett; Second: Cheryl Myers; Carried, Unanimously**].

y) *The agenda was reordered. Original Placement Item V. rr.*

Curriculum & Program Development

Catalog Change: Change references to “G.E.D.” in catalog to “High school Diploma or its Equivalent.” The G.E.D. exam is a proprietary vendor term for a specific exam. This exam is no longer used in Louisiana, and the accepted standard term in the Educational community is “High School Equivalency (HiSET)” Motion to accept proposal [**Motion: Anne LaVance; Second: Linda Donahue; Carried, Unanimously**].

z) **Curriculum & Program Development**

Report: Transferrable Mathematics Courses in degree (and certificate) programs. Summary report regarding the progress and timeline for replacing MATH-118: Algebra for College Students, a course not listed on the Board of Regents’ Master Course Articulation Matrix or included in the Louisiana Common Course Catalog, with transferrable courses included on the Board of Regents’ Master Course Articulation Matrix and included in the Louisiana Common Course Catalog to remain in compliance with the Board of Regents for Louisiana Higher Education’s Academic Affairs Policy 2.18: Minimum Requirements for Placement Into Entry-Level, College Level Mathematics and English and Louisiana Act 356 (2009): Common Course Names and Numbers to facilitate transfer/articulation between and among Colleges/Universities.

VII. Consent Agenda

- a) **Communication/ENGL**
Master Syllabus Revision: ENGL-211: American Literature I. Revision of the Master Syllabus for ENGL-211: American Literature I to address content issues as discussed in Louisiana Common Course Name/Number faculty workgroups.
- b) **Communication/ENGL**
Master Syllabus Revision: ENGL-212: American Literature II. Revision of the Master Syllabus for ENGL-212: American Literature II to address content issues as discussed in Louisiana Common Course Name/Number faculty workgroups.
- c) **Communication/ENGL**
Master Syllabus Revision: ENGL-221: British Literature I. Revision of the Master Syllabus for ENGL-221: British Literature I to address content issues as discussed in Louisiana Common Course Name/Number faculty workgroups.
- d) **Communication/ENGL**
Master Syllabus Revision: ENGL-222: British Literature II. Revision of the Master Syllabus for ENGL-222: British Literature II to address content issues as discussed in Louisiana Common Course Name/Number faculty workgroups.
- e) **Science & Mathematics/MATH**
Master Syllabus Revision: MATH-221: Calculus I. Revision of the Master Syllabus for MATH-221: Calculus I to address content issues as discussed in Louisiana Common Course Name/Number faculty workgroups.
- f) **Science & Mathematics/MATH**
Master Syllabus Revision: MATH-222: Calculus II. Revision of the Master Syllabus for MATH-222: Calculus II to address content issues as discussed in Louisiana Common Course Name/Number faculty workgroups.
Motion to accept Consent Agenda [**Motion: Jennifer Bennett;**
Second: Deborah Skevington; Carried, Unanimously].

VIII. Old Business

IX. Next Meeting TBA: Summer 2014

X. Adjournment **3:01 p.m.**