Delgado
COMMUNITY COLLEGE

CURRICULUM COMMITTEE MEETING
Friday, February 27, 2015 - 2:00 p.m.
Student Life Center, Faculty Dining Room – (Building 23, First Floor)

MINUTES

I. Call to Order
The meeting was called to order at 2:05 p.m., by Lester Adelsberg, Chair

II. Roll Call

III. Minutes of meeting of November 14, 2014
The minutes of the meeting of November 14, 2014 were reviewed and approved as presented. **[Motion Larissa Jones; Second: Janet Colletti; Carried, Unanimously].**

IV. Curriculum Operations Report – Tim Stamm

V. Articulation and Transfer Initiatives

a) Louisiana Common Course Name and Numbering / Statewide Matrix Social and Behavioral Sciences – Core Competencies/Descriptions – Review – February 27, 2015 **– Cancelled due to inclement weather**

VI. New Business

a) **Communication/ENGL**
Course Revision: ENGL-101: English Composition I. Revision of the course ENGL-101: English Composition I to include revised Student Learning Outcomes and methods of assessment. Motion to accept proposal. **[Motion: Warren Puneky; Second: Raymond Duplessis; Carried, Unanimously].**

b) *The agenda was reordered and items were combined for discussion. Original Placement Items VI. b. to VI. i.*
Technical Division/Industrial Maintenance Technology
New Course: MANF-211: Industrial Maintenance Mechanic I (3-4-3/105). Creation of a new course, MANF-211: Industrial Maintenance Mechanic I. The goal of the course is to introduce the student to the comprehensive and systematic applications of skills required for industrial maintenance mechanics. Course description: "Basic principles and skills of industrial maintenance technology. Overview of the skills and requirements to become an entry-level industrial maintenance mechanic. May be used to satisfy NCCER's Industrial Maintenance Mechanic Level One certification."

Technical Division/Industrial Maintenance Technology
New Course: MANF-215: Applied Pneumatics Technology (2-3-3/75). Creation of a new course, MANF-215: Applied Pneumatics Technology. The goal of the course is to introduce students to the comprehensive and systematic applications of pneumatic compressors, components, their functions and measurements, maintenance, and troubleshooting in relation to industry standards. Course description: "Basic functions through advanced applications of pneumatic technology. Students will be introduced to the comprehensive and systematic applications of pneumatic components, their function and measurement, maintenance, and troubleshooting."
Technical Division/Industrial Maintenance Technology
New Course: MANF-216: Applied Hydraulic Technology (2-3-3/75). Creation of a new course, MANF-216: Applied Hydraulic Technology. The goal of the course is to introduce the student to the comprehensive and systematic applications of hydraulic motors, components, their function and measurement, maintenance, and troubleshooting in relation to industry standards. Course description: "Basic functions through advanced applications of hydraulic technology. Students will be introduced to the comprehensive and systematic applications of hydraulic motors, components, their function and measurement, maintenance, and troubleshooting."
Technical Division/Industrial Maintenance Technology
New Course: MANF-217: Mechanical Drives and Alignment (3-4-3/105). Creation of a new course, MANF-217: Mechanical Drives and Alignment. The goal of the course is to provide students with an overview of relevant skills in the operation, installation, analyzing performance, maintenance, troubleshooting, and design of mechanical transmission systems. Students will also learn how to properly align shafts using assorted methods, including Laser Shaft alignment systems based on industry standards. Course description: "Introduction to basic and heavy-duty mechanical transmission components, mechanical systems, maintenance, and troubleshooting techniques used in industrial mechanical related applications."
Technical Division/Industrial Maintenance Technology
New Course: MANF-218: Fluid Piping Systems (2-3-3/75). Creation of a new course, MANF-218: Fluid Piping Systems. The goal of the course is to provide an overview of the installation, maintenance, and repair of fluid piping systems, components, and assorted tubing and piping used in the industrial field. Students will also learn how to properly identify different piping components to select the correct tools, fittings and piping needed to assemble and disassemble piping systems. Course description: "Introduction to the installation, maintenance, and repair of fluid piping systems, components, and assorted tubing and piping used in the industrial field."

Technical Division/Industrial Maintenance Technology
New Course: MANF-219: Applied Pump Systems (3-3-3/90). Creation of a new course, MANF-219: Applied Pump Systems. The goal of the course is to introduce industry-relevant skills in the safety, operation, installation, analyzing performance, maintenance, troubleshooting, and design of multiple pump systems based on industry standards. Course description: "Introduces the skills needed to select, operate, install, maintain and repair many different types of pumps used in industry. Pumps introduced in this course include multiple types of centrifugal pumps, turbine, diaphragm, gear, piston, peristaltic, magnetic, and vane pumps."

Technical Division/Industrial Maintenance Technology
New Course: MANF-212: Industrial Maintenance Mechanic II (5-6-5/165). Creation of a new course, MANF-212: Industrial Maintenance Mechanic II. The goal of the course is to introduce the comprehensive and systematic applications of skills required for industrial maintenance mechanics. Topics covered in this course include Basic Layout, Introduction to Piping Components, Copper and Plastic Piping Practices, Introduction to Ferrous Metal Piping Practices, Identify, Install, and Maintain Valves, Hydrostatic and Pneumatic Testing, Introduction to Bearings, Low-Pressure Steam Systems, High-Pressure Steam Systems and Auxiliaries, Distillation Towers and Vessels, Heaters, Furnaces, Heat Exchangers, Cooling Towers, and Fin Fans and Introduction to Tube Work. Course description: "Provides individuals with next-level knowledge and understanding of the skills and requirements to become an entry/mid-level industrial maintenance mechanic. May be used to satisfy NCCER's Industrial Maintenance Mechanic Level Two certification requirements."

Technical Division/Industrial Maintenance Technology
New Course: MANF-220: Process Control Systems (3-3-3 / 90). Creation of a new course, MANG-220: Process Control Systems. The goal of the courses is to provide students with an overview of learn industry-relevant skills in the safety, operation, installation, analyzing performance, maintenance, troubleshooting, and design of flow and liquid level process control systems based on industry standards. Course description: "Introduction to the skills needed to calibrate, adjust, operate, and connect both flow and liquid level process control systems." Motion to accept proposals **[Motion: Raymond Duplessis; Second: Lilian Gamble; Carried, Unanimously].**

c) *The agenda was reordered. Original Placement Item VI. j.*
Technical Division/Industrial Maintenance Technology
Final Approval of Curriculum: Certificate of Technical Studies in Industrial Maintenance Technology. Program Description: "The Industrial Maintenance Technology C.T.S. prepares students to install, adjust, troubleshoot, and repair a variety of industrial machinery used in

manufacturing settings. Technicians may work in factories that manufacture, finish, or assemble many different types of products. Students study the basic operations common to production equipment used in industry today. Electricity and electronics are emphasized because most modern manufacturing equipment is electrically operated. Pneumatics, hydraulics, and mechanical power are also covered." Motion to accept proposal. **[Motion: Deborah Skevington; Second: Lilian Gamble; Carried, Unanimously].**

d) *The agenda was reordered and items were combined for discussion. Original Placement Items VI. k. to VI. m.*
   Allied Health/EMTE
   Course Deletion: EMTE-110: Emergency Medical Technician (6-0-6). Deletion of the course, EMTE-110: Emergency Medical Technician. As required by the National and State EMS regulatory/accreditation agencies, the didactic (lecture) and practical (laboratory) components of the course content must be led by same primary instructor. Combining the current lecture and lab courses into one lecture/lab course will better facilitate instruction and student success in the course and related Technical Competency Area (T.C.A.).
   Allied Health/EMTE
   Course Deletion: EMTE-120: Emergency Medical Technician Lab (0-5-2). Deletion of the course, EMTE-120: Emergency Medical Technician Laboratory. As required by the National and State EMS regulatory/accreditation agencies, the didactic (lecture) and practical (laboratory) components of the course content must be led by same primary instructor. Combining the current lecture and lab courses into one lecture/lab course will better facilitate instruction and student success in the course and related Technical Competency Area (T.C.A.).
   Allied Health/EMTE
   New Course: EMTE-112: Emergency Medical Technician (6-5-8). Creation of a new course, EMTE-112: Emergency Medical Technician that combines didactic and practical components of the course. To meet National and State guidelines, the course has been redesigned to incorporate lecture/laboratory components into the same course format. Content and contact hours remain the same; however, are integrated, as opposed to offered as separate courses. Motion to accept proposals. **[Motion: Warren Puneky; Second: Kenneth Ripberger; Carried, Unanimously].**

e) *The agenda was reordered. Original Placement Item VI.n.*
   Allied Health/EMTE
   TCA Revision: Technical Competency Area in Emergency Medical Technician-Basic. Revision of the T.C.A. in Emergency Medical Technician-Basic as follows: Delete: EMTE-110: Emergency Medical Technician and EMTE-120: Emergency Medical Technician Laboratory

from Required Courses in T.C.A.; Add: EMTE-112: Emergency Medical Technician to required courses in T.C.A. Total credit hours remain the same. Motion to accept proposal. **[Motion: Larisia Jones ; Second: Jennifer Bennett; Carried, Unanimously].**

f) *The agenda was reordered and items were combined for discussion. Original Placement Items VI. o. to VI. p.*
Business & Technology/MARK
Change of Course Title: MARK-208: Internet Marketing. Change the title of MARK-208: Internet Marketing *from* MARK-208: Internet Marketing *to* MARK-208: Social Media and e-Marketing. The new title more accurately reflects terminology commonly used in the Marketing field and will highlight the Social Media Marketing aspect of the course.
Business & Technology/MARK
Change of Course Description: MARK-208: Social Media and e-Marketing. Change the description of MARK-208: Social Media and e-Marketing to state: "E-Marketing, also referred to as online marketing or internet marketing, is the marketing of products or services over the internet as well as the process of growing and promoting an organization using on-line media, to include social media. Includes on-line marketing strategies, value chain models, the internet customer, evaluating web marketing programs, social concerns, and regulatory issues in this rapidly-evolving form of media." Motion to accept proposals. **[Motion: Mark McLean; Second: Deborah Skevington; Carried, Unanimously].**

g) *The agenda was reordered. Original Placement Item VI. q.*
Technical Division/MTTC
New Course: MTTC-272: Introduction to MasterCam (2-4-3 / 90). Creation of a new course, MTTC-272: Introduction to MasterCam. This course will be used as an elective in the Precision Machining Certificate of Technical Studies program, and is designed to provide students with skills necessary to complete mechanical drawings specific to the Precision Machining trade. Course description: "Combination of lecture/lab and on-line tutorial instruction. Introduces MasterCam CNC graphing software and MasterCam Art software and its applications using CNC Mill Machine(s). This course may be taken as an elective in Precision Machining CTS." Motion to accept proposal. **[Motion: Raymond Duplessis ; Second: Lilian Gamble; Carried, Unanimously].**

h) *The agenda was reordered and items were combined for discussion. Original Placement Items VI.r to VI. s.*
Business & Technology/CMIN
Concept Proposal of a new Program: Certificate of Technical Studies in Programmer/Analyst. Creation of a Certificate of Technical Studies

program in Programmer/Analyst, designed to provide students with the skills and knowledge necessary for entry-level positions in application programming and/or systems analysis/design. The proposed C.T.S. is embedded within the existing Associate of Applied Science (A.A.S.) degree program in Computer Information Technology with a concentration in Programmer/Analyst. The proposed C.T.S. program is twenty-one (21) credit hours, and is aligned to Louisiana Tier One and 5-star workforce ratings.

Business & Technology/CMIN
Concept Proposal of a new Program: Technical Competency Area in Application Programming. Creation of a Technical Competency area in Application Programming, designed to provide students with opportunities for career exploration in applications programming and/or systems analysis/design. The proposed T.C.A. may be applied to the proposed C.T.S. in Programmer/Analyst and is embedded within the existing Associate of Applied Science (A.A.S.) degree program in Computer Information Technology with a concentration in Programmer/Analyst. The proposed T.C.A. in comprised of twelve (12) credit hours, and is aligned to Louisiana Tier One and 5-star workforce ratings. Motion to accept proposals. **[Motion: Emily Rush; Second: Kenneth Ripberger; Carried, Unanimously].**

i) *The agenda was reordered. Original Placement Item VI. t.*
Business & Technology/CMIN
Concept Proposal of a new Program: Technical Competency Area in Web Programming. Creation of a Technical Competency Area in Web Programming, designed to provide students with opportunities for career exploration in web programming. The proposed T.C.A. is comprised of twelve (12) credit hours, and is embedded within the existing C.T.S. in Web Site Design and the A.A.S. in Computer Information Technology, with a concentration in Web Design. Motion to accept proposal.
[Motion: Lilian Gamble ; Second: Raymond Duplessis; Carried, Unanimously].

j) *The agenda was reordered and items were combined for discussion. Original Placement Items VI.u. to VI. v.*
Business & Technology/CMIN
Change of Program Description: Certificate of Technical Studies in Web Site Design. Add: "Completers of this certificate will be prepared to take Industry Based Certifications related to web programming, such as Certified Internet Webmaster (CIW) JavaScript Specialist exam" to the program description.
Business & Technology/CMIN
Program Revision: Certificate of Technical Studies in Web Site Design. Modify the C.T.S. in Web Site Design: ADD: ADOT-131: Photo Editing for Windows and CMIN-203: Logic and Design to Courses Required in Major; Delete: ADOT-131: Photo Editing for Windows and CMIN-206: Web

Programming from List of Course Choices; Change: "Select 3 courses from the following list" *to* "Select 1 course from the following list;" Total Program Hours remain the same. Motion to accept proposals. **[Motion: Raymond Duplessis; Second: Jennifer Bennett; Carried, Unanimously].**

k) *The agenda was reordered and items were combined for discussion. Original Placement Items VI. w. to VI.x.*
Business & Technology/CMIN
Change of Course Description: CMIN-214: Introduction to C++. Change the description of CMIN-214: Introduction to C++ to state: "**A**pplication programming using the C++ computer programming language in the Windows environment using an Integrated Development Environment (IDE) for C++. The emphasis is on problem solving and the creation of innovative and useful programs in the Windows environment. The problems are derived from a variety of applications which are to be solved using programs written in the C++ programming language." Current Description: "Programming in the Windows environment using Visual C++ and the Microsoft Foundation Class Library (MFC). Uses Visual Workbench, AppWizard, ClassWizard and AppStudio. Provides fundamental understanding of MFC and of building programs using MFC."
Business & Technology/CMIN
Change of Course Description: CMIN-220: Web Foundations II. Change the description of CMIN-220: Web Foundations II to state: "Continues coverage of technologies used to enhance and facilitate website design and production. It begins with a rapid review of the learning outcomes of CMIN 216 including: design and creation of web pages, including HTML and CSS, and applying web authoring, file transfer, and management skills on a Unix/Linux-based web server. This course then provides the knowledge and activities for students to learn the skills needed to move beyond basic web page creation and publication (covered in CMIN 216) such as inclusion of both client-side and server-side scripting, relational databases and interactive animations in web pages." Current description: "Continues coverage of technologies used to enhance and facilitate Website design and production. It provides skills needed to move beyond basic Web page creation and publication. Topics include: implementation of additional HTML tags, addition of XHTML to web pages, and use of CSS to apply formatting across multiple pages. With CSS, students learn to control fonts, background colors, hyperlinks, margins, and other page elements across web sites. Students also learn to create CSS navigational menus for Web pages and to create tables, forms, and frames. The roles of design, programming, animations, and databases are introduced."
Business & Technology/CMIN
Change of Course Prerequisite Requirements: CMIN-220: Web

Foundations II to state: "CMIN-203 Logic and Design I and CMIN 216: Web Foundations I." Current prerequisites: "CMIN-206: Web Programming or CMIN 216: Web Foundations I."

Business & Technology/CMIN
Change of Course Prerequisite Requirements: CMIN-255: Advanced Web Projects. Change the prerequisite requirements of CMIN-255: Advanced Web Projects to state: ""C" or better in: CMIN 220 Web Foundations II or taken concurrently with CMIN 220 with permission of the CMIN Department Chair." Current prerequisites: "CMIN-206: Web Programming or CMIN 216: Web Foundations I." Motion to accept proposals. **[Motion: Raymond Duplessis; Second: Deborah Skevington; Carried, Unanimously].**

VII. Consent Agenda

a) **Business & Technology/CIVT**
Change of Course Prerequisite Requirement: CIVT-105: Advanced Surveying. Remove prerequisite of CIVT-101 from CIVT-105.

b) **Technical Division/WLDG**
Course Revision: WLDG-101: Introduction to Welding Fundamentals. Revise WLDG-101: Introduction to Welding Fundamentals to include all NCCER Welding Level 1 modules, as this will assist students to progress through the Welding curriculum by introducing core concepts in the foundational course.

c) **Technical Division/ELEC**
Course Revision: ELEC 123: National Electric Code I. Revision of the course, ELEC-123: National Electric Code I to include NCCER Levels 1-4 in the course content.

d) **Technical Division/ELEC**
Course Revision: ELEC-112: Basic Electricity. Revision of the course, ELEC-112: Basic Electricity to include NCCER Levels 1-4 in the course content.

e) **Technical Division/ELEC**
Course Revision: ELEC-124: National Electric Code II. Revision of the course, ELEC-124: National Electric Code II to include NCCER Levels 1-4 in the course content.

f) **Technical Division/ELEC**
Course Revision: ELEC-141: Commercial Wiring. Revision of the course, ELEC-141: Commercial Wiring to include NCCER Levels 1-4 in the course content.

g) **Business & Technology/CMIN**
Course Revision: CMIN-257: JAVA Programming II. Revision of the course, CMIN-257: JAVA Programming II to align student learning outcomes with an industry based certification (Oracle Java SE 7 Programmer I).
Motion to accept Consent Agenda. **[Motion: Mark McLean; Second: Jennifer Bennett; Carried, Unanimously].**

VIII.   **Other Business**   Vice Chancellor's Address to the Committee. Dr. Kathleen Curphy, Vice Chancellor for Academic Affairs & Provost, was welcomed to the College and addressed the Committee.

IX.   **Next Meeting**   March 13, 2015 (Scheduled Meeting)

X.   **Adjournment**   The meeting was adjourned at 3:00 p.m.
[Motion: Warren Puneky; Second: Raymond Duplessis; Carried, Unanimously].