



## CURRICULUM COMMITTEE MEETING

Friday, November 17, 2017, 2:00 p.m.

City Park Campus, Student Life Center, Lac Maurepas (Building 23, Second Floor)

### AGENDA

- I. Call to Order
- II. Roll Call
- III. Call for Public Comments
- IV. Minutes of meeting of October 20, 2017
- V. Curriculum Operations Report – Tim Stamm
- VI. New Business
  - a) Science & Mathematics/SLTC  
Publication of Suggested Program Sequence: Associate of Applied Science in Science Laboratory Technology. Publication of Suggested Program Sequence in College Catalog.
  - b) Academic Affairs/Curriculum & Program Development  
Program Sequences: Progress report on the publication of Course Sequencing in the College Catalog [**Report Only: No action required**].
  - c) Allied Health/EMTE  
**Instructional Area Termination:** Technical Competency Area in Emergency Medical Responder. Terminate the T.C.A. in Emergency Medical Responder; while successful completion of the course comprising the T.C.A. results in state, local, and/or national certification/licensure/registry, the total credit hours do not meet thresholds as defined for approved credentials. Note: the course will continue to be offered, and the attainment of the Industry Based Certification (I.B.C.) will continue to be tracked.
  - d) Allied Health/DSPE  
**Instructional Area Termination:** Technical Competency Area in Direct Support Professional. Terminate the T.C.A. in Direct Support Professional; while the total credit hours meet thresholds for the newly approved credential, the Career and Technical Certificate, (C.T.C.), successful completion of these courses does not,

at this time, culminate in the awarding of a local, state, or national licensure/certification.

e) **Allied Health/DSPE**

**Course Termination:** DSPE-101: Introduction to Direct Support Professional (3-0-3). Termination of the course, DSPE-101: Introduction to Direct Support Professional. The course has not been offered since 2010, and is not part of an active instructional program at the College.

f) **Allied Health/DSPE**

**Course Termination:** DSPE-102: Fundamentals of Communication and Advocacy (3-0-3). Termination of the course, DSPE-102: Fundamentals of Communication and Advocacy. The course has not been offered since 2010, and is not part of an active instructional program at the College.

g) **Allied Health/DSPE**

**Course Termination:** DSPE-103: Teaching People with Disabilities (3-0-3). Termination of the course, DSPE-103: Teaching People with Disabilities. The course has not been offered since 2010, and is not part of an active instructional program at the College.

h) **Allied Health/DSPE**

**Course Termination:** DSPE-104: Developing, Implementing, and Evaluating Individualized Support (3-0-3). Termination of the course, DSPE-103: Teaching People with Disabilities. The course has not been offered since 2010, and is not part of an active instructional program at the College.

i) **Allied Health/EMTE**

**Instructional Area Termination:** Technical Competency Area in Emergency Telecommunicator. Terminate the T.C.A. in Emergency Telecommunicator; while successful completion of the course comprising the T.C.A. results in state, local, and/or national certification/licensure/registry, the total credit hours do not meet thresholds as defined for approved credentials. Note: the course will continue to be offered, and the attainment of the Industry Based Certification (I.B.C.) will continue to be tracked.

j) **Allied Health/HESC/First Aid**

**Instructional Area Termination:** Technical Competency Area in First Aid. Terminate the T.C.A. in First Aid; while successful completion of the course comprising the T.C.A. results in state, local, and/or national certification/licensure, the total credit hours do not meet thresholds as defined for approved credentials. Note: the course will continue to be offered, and the attainment of the Industry Based Certification (I.B.C.) will continue to be tracked.

k) **Allied Health/HESC/Dialysis**

**Change of Credential Designation: Technical Competency Area in Dialysis Technician**

Change the credential designation of the T.C.A. in Dialysis Technician *from* T.C.A. in Dialysis Technician *to* Career and Technical Certificate (C.T.C.) in Dialysis Technician. Program Description: “Dialysis Technicians administer hemodialysis treatments to patients with renal failure under the supervision of a nurse or physician. The Dialysis Technician is involved in prescription interpretation, dialysite preparation, extracorporeal circuit and dialyzer set-up and maintenance, equipment monitoring, patient preparation, taking vital signs, documentation and communication, venipuncture and local anesthesia administration, emergency intervention, safety and sanitation, and professional standards and ethics. The goal of the program is to provide graduates with the skills necessary for entry into health services employment as Renal/Dialysis Technicians. Students who successfully complete the certificate program are eligible to take the hemodialysis exam for technicians given by the Board of Nephrology Examiners, Nursing, and Technology (BONENT).” Note publication of curriculum outline and suggested program sequence in the College Catalog.

l) **Allied Health/EMTE**

**Change of Credential Designation: Technical Competency Area in Emergency Medical Technician-Basic**

Change the credential designation of the T.C.A. in Emergency Medical Technician-Basic *from* T.C.A. in Emergency Medical Technician-Basic *to* Career and Technical Certificate (C.T.C.) in Emergency Medical Technician-Basic. Program Description: “The Certificate program in EMT-Basic introduces the student to basic life support treatments of the sick and injured in the pre-hospital setting. Skills include treatment of cardiopulmonary arrest; application of bandages, splinting devices, traction devices, spinal immobilization, and pneumatic anti-shock garments. Successful completion allows the graduate to become state and nationally certified as an Emergency Medical Technician-Basic. Certified EMT-Basics are eligible to apply for positions in the oil and gas industry, safety response teams, prehospital healthcare, fire departments, police departments, emergency rooms, and any are in which a tiered response team is currently in use.” Note publication of curriculum outline and suggested program sequence in the College Catalog.

m) **Allied Health/EMTE**

**Instructional Area Termination:** Technical Competency Area in Emergency Medical Technician-Intermediate. Terminate the T.C.A. in Emergency Medical Technician-Intermediate, as this level of Emergency Medical professional is no longer used.

- n) **Allied Health/DMTP**  
**Change of Credential Designation: Technical Competency Area in Dietary Manager**. Change the credential designation of the T.C.A. in Dietary Manager *from* T.C.A. in Dietary Manager *to* Career and Technical Certificate (C.T.C.) in Dietary Manager. Program Description: “The Dietary Manager Certificate program provides graduates the knowledge and practical expertise regarding the study of food, nutrition, and dietary science. Graduates will be prepared to test for certification administered by the Association of Nutrition and Foodservice Professionals (ANFP) to be designated a Certified Dietary Manager (CDM).” Note publication of curriculum outline and suggested program sequence in the College Catalog.
- o) **Allied Health/MLTS/Phlebotomy**  
**Change of Credential Designation: Technical Competency Area in Phlebotomy Technician**. Change the credential designation of the T.C.A. in Phlebotomy Technician *from* T.C.A. in Phlebotomy Technician *to* Career and Technical Certificate (C.T.C.) in Phlebotomy Technician. Program Description: “The goal of the Certificate program is to provide a quality education that produces successful phlebotomists for New Orleans and Louisiana. Career entry competencies expected of graduates include collecting, transporting, handling, and processing blood specimens for analysis in the clinical laboratory. As responsible members of the health care team, graduates must also demonstrate appropriate interpersonal skills. The courses in the program adhere to the Essentials and Guidelines of Education Programs for the Phlebotomy Technician as advised by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS).” Note publication of curriculum outline and suggested program sequence in the College Catalog.
- p) **Allied Health/HESC/EKG**  
**Change of Credential Designation: Technical Competency Area in Electrocardiograph (EKG) Technician**. Change the credential designation of the T.C.A. in Electrocardiograph (EKG) Technician *from* T.C.A. in Electrocardiograph (EKG) Technician *to* Career and Technical Certificate (C.T.C.) in Electrocardiograph (EKG) Technician. Program Description: “Electrocardiograph Technicians (EKG Technicians) assist in helping physicians diagnose and treat patients various cardiovascular problems. The EKG Technician uses an electrocardiogram machine to monitor the heart’s activity. The EKG test records the reading of electrical impulses from the heart so the physician may accurately diagnosis the problem. EKG Technicians primarily work in hospitals, clinics, and/or physicians’ offices. EKG tests are typically performed as diagnostic tests, before or after surgical procedures, during physical examinations, in cases where a patient is experiencing chest pains, and when deemed necessary by a physician. The EKG Technician is responsible for performing diagnostic tests to access the heart rhythm and rate in patients. He or she may also clean

equipment, maintain, and process data reports. Students who successfully complete the Certificate program are eligible to sit for a national certification exam to receive the credential: Nationally Registered Certified EKG Technician (NRCEKG). This licensure/certification examination is offered by the National Association for Health Professionals.”

q) **Nursing/C.N.A.**

**Change of Credential Designation: Technical Competency Area in Certified Nursing Assistant (C.N.A.)**

Change the credential designation of the T.C.A. in Certified Nursing Assistant *from* T.C.A. in Certified Nursing Assistant *to* Career and Technical Certificate (C.T.C.) in Certified Nursing Assistant. Program Description: “The Certified Nursing Assistant Certificate program trains students to meet the personal care needs of patients/residents in hospitals and long-term care facilities. Fundamental concepts taught include interpersonal communication, infection control, environmental and safety measures, emergency response, body mechanics, and basic mental health concepts. Demonstration of correct performance of basic nursing skills is required in laboratory and clinical settings. The program encompasses the content required by state and federal regulations, and is approved by the Louisiana Department of Health and Hospitals. Upon Successful completion of the program, graduates are eligible for certification as a nursing assistant in the state of Louisiana.”

r) **Arts & Humanities/MUSC/Audio Engineering**

**Instructional Area Termination:** Technical Competency Area in Audio Engineering. Terminate the T.C.A. in Audio Engineering; while the credit hours meet thresholds as defined for approved credentials, no local, state, or national Industry-based Certification is awarded upon successful completion of the coursework. Note: the courses will continue to be offered, and may be used as concentrations/required related coursework in the Associate of General Studies degree.

s) **Arts & Humanities/MUSB**

**Instructional Area Termination:** Technical Competency Area in Music Business. Terminate the T.C.A. in Music Business; while the credit hours meet thresholds as defined for approved credentials, no local, state, or national Industry-based Certification is awarded upon successful completion of the coursework. Note: the courses will continue to be offered, and continue to be used in the Associate of Applied Science in Business and Management, with a Concentration in Music Business.

t) **Arts & Humanities/CDYC**

**Instructional Area Termination:** Technical Competency Area in Child Development Associate-Renewal. Terminate the T.C.A. in Child Development Associate-Renewal. Successful completion of the T.C.A. in Child Development Associate-Renewal allows current Child Development Associate practitioners to maintain/renew their licensure/certification, credit hour requirements do not meet the threshold required for approved credentials. Note: the courses will continue to be offered, and completion/renewal of licensure will continue to be tracked.

u) **Arts & Humanities/CRJU/Homeland Security**

**Instructional Area Termination:** Technical Competency Area in Homeland Security. Terminate the T.C.A. in Homeland Security. While credit hour requirements meet the threshold as defined for the C.T.C., no awarding of a local, state, national, or international certification/licensure is awarded upon successful completion of the courses. Note: the courses will continue to be offered as part of the existing Associate of Arts degree in Criminal Justice.

v) **Arts & Humanities/CRJU/Juvenile Justice**

**Instructional Area Termination:** Technical Competency Area in Juvenile Justice. Terminate the T.C.A. in Juvenile Justice. While credit hour requirements meet the threshold as defined for the C.T.C., no awarding of a local, state, national, or international certification/licensure is awarded upon successful completion of the courses. Note: the courses will continue to be offered as part of the existing Associate of Arts degree in Criminal Justice.

w) **Arts & Humanities/CDYC.**

**Change of Credential Designation: Technical Competency Area in Child Development Associate (CDA) Preparation.** Change the credential designation of the T.C.A. in Certified Nursing Assistant *from* T.C.A. in Child Development Associate (CDA) Preparation *to* Career and Technical Certificate (C.T.C.) in Child Development Associate (CDA) Preparation. Program Description: “The Certificate program in Child Development meets the training needs required for certification to work in child care centers. The standards for this training are nationally developed and recognized. The Child Development Associate (CDA) Credential is the most widely recognized credential in early childhood education, and is a key stepping stone on the path of career advancement in childcare. Successful completion of the program prepares students for the assessment exam required for the Child Development Associate (CDA) Credential. It also prepares students for employment in child care centers or in family home child care settings working with infants and toddlers, or preschoolers. Skills from the 13 functional areas required by the National Council for Early Childhood Professional Recognition are recognized.”

- x) **Business & Technology/BUMG**  
**Program Revision: Associate of Applied Science in Business and Management.**  
Revise the A.A.S. in Business and Management: Required Courses in Major: ADD: MANG-276: Foundations of Strategic Management as an “OR” choice with BUSG-275: Internship. Total program hours remain the same. Adjust Suggested Sequences for the Concentrations in General Business, Human Resources/Leadership, Entrepreneurship/Small Business Management, Marketing, Music Business, Office Management, Real Estate, Retail Management, and Logistics Management, Fourth Semester to reflect referenced changes.
- y) **Technical Division/ELEC**  
**New Course: ELEC-210: Journeyman Electrical Exam Preparation (3-0-3 / 45).**  
Creation of a new course, ELEC-210: Journeyman Electrical Exam Preparation, designed to prepare students to sit for the Journeyman Electrical Exam. Course description: “Test-taking strategies for the Journeyman Electrician Exam, as well as a review of the National Electric Code (NEC), code calculations, branch circuits, conduit/box fill calculations, conductors, wiring methods, and other content to assist students in obtaining Journeyman status in the electrical industry.”
- z) **Technical Division/ELEC**  
**New Course: ELEC-180: Work Experience (0-5-2 / 75).** Creation of a new course, ELEC-180: Work Experience, designed to provide students with opportunities to develop skills, abilities, and behaviors through hands-on learning and exposure to the professional work environment. Course description: “75 hours of supervised practical experience in electrical wiring at an off-campus worksite under the supervision of a clinical preceptor and Delgado faculty member.”
- aa) **Technical Division/CRPT**  
**New Course: CRPT-180: Work Experience (0-5-2 / 75).** Creation of a new course, CRPT-180: Work Experience, designed to provide students with opportunities to develop skills, abilities, and behaviors through hands-on learning and exposure to the professional work environment. Course description: “75 hours of supervised practical experience in carpentry at an off-campus worksite under the supervision of a clinical preceptor and Delgado faculty member.”
- bb) **Technical Division/HVAC**  
**New Course: HACR-180: Work Experience (0-5-2 / 75).** Creation of a new course, HACR-180: Work Experience, designed to provide students with opportunities to develop skills, abilities, and behaviors through hands-on learning and exposure to the professional work environment. Course description: “75 hours of HVAC practical experience at an off-campus worksite under the supervision of a clinical preceptor and Delgado faculty member.”

cc) **Business & Technology/ACCT**

**New Course: ACCT-240: Excel for Accounting (3-0-3 / 4).** Creation of a new course, ACCT-240: Excel for Accounting. The goal of the course is to enable students to have a better understanding and working knowledge of the application of Excel skills to accounting tasks. Course description: "Accounting principles coverage and detailed instructions for Microsoft Excel. Application of Excel skills when solving accounting problems. Topics include: recording journal entries, using cell references in formulas, applying data bars to worksheets, creating PivotTables, creating depreciation schedule, using the VLOOKUP and HLOOKUP functions, performing vertical and horizontal analyses, performing a cost-volume-profit (CVP) analysis, using Goal Seek."

dd) **Business & Technology/ACCT**

**Program Revision: Associate of Applied Science in Accounting.** Revise the A.A.S. in Accounting: ADD: BUSG-129: Introduction to Business, BUSG-275: Internship OR ACCT-275: Advanced Accounting Projects, and MANG-201: Principles of Management; add ECON-201 as a choice to "choose three hours from ACCT courses 212 and above (other than those listed) to Required Courses in Major; Delete: BUSG-129: Introduction to Business, BUSG-275: Internship OR ACCT-275: Advanced Accounting Projects, and MANG-201: Principles of Management, and ECON-201: Macroeconomics from Required Related Courses. Total Program Hours remain the same. Adjust Suggested Sequences, specifically Third Semester and Fourth Semester to reflect referenced changes.

## VII. Consent Agenda

a) **Science & Mathematics/CHTC**

**Change of Course Lecture-Lab and/Contact Hours: CHTC-261: Instrumental Analysis.** Change the Lecture-Lab and/Contact Hours of CHTC-261: Instrumental Analysis *from* 0-9-3 / 135 *to* 1-6-3 / 105. Revised lecture and laboratory hours allow time for discussion of learning activities/outcomes and practical experience of referenced concepts.

b) **Science & Mathematics/PHYS**

**Revision/Update to Match LCCN descriptions/content: PHYS-222: Physics II (Calculus-Based).** Revision to match LCCN descriptions/content.

c) **Science & Mathematics/PHYS**

**Revision/Update to Match LCCN descriptions/content: PHYS-225: Physics III (Calculus-Based).** Revision to match LCCN descriptions/content.



d) Nursing/PRNU

Change of Course Prerequisite Requirements: PRNU-110: Medical-Surgical Nursing I. Change the prerequisites of PRNU-110: Medical-Surgical Nursing I to state: "BIOL-161, BIOL-163, and HESC-109, with a grade of "B" or higher, and PRNU-101, PRNU-103, and NURS-110, with a grade of "C" or higher; OR BIOL-251, BIOL-253, BIOL-252, BIOL-254, and HESC-109, with a grade of "B" or higher, PRNU-101, PRNU-103, and NURS-110, with a grade of "C" or higher.

e) Nursing/PRNU

Change of Course Prerequisite Requirements: PRNU-117: Pediatrics, Obstetrical, and Mental Health Nursing for Practical Nursing. Change the prerequisites of PRNU-117: Pediatrics, Obstetrical, and Mental Health Nursing for Practical Nursing to state: "BIOL-161, BIOL-163, and HESC-109, with a grade of "B" or higher, and PRNU-101, PRNU-103, and NURS-110, with a grade of "C" or higher; OR BIOL-251, BIOL-253, BIOL-252, BIOL-254, and HESC-109, with a grade of "B" or higher, PRNU-101, PRNU-103, and NURS-110, with a grade of "C" or higher.

**VIII. Old Business**

**IX. Next Meeting**                      February 2, 2018

**X. Adjournment**