



**CURRICULUM COMMITTEE MEETING**

*Friday, October 20, 2017, 2:00 p.m.*

*City Park Campus, Student Life Center, Bayou St. John (Building 23, Second Floor)*

**MINUTES**

**I. Call to Order** The meeting was called to order at 2:07 p.m. by Harold Gaspard, Chair.

**II. Roll Call**

Present Were:	Revaz Akirtava	Lilian Gamble
	Sal Anselmo	Harold Gaspard
	John Arbour	Larisia Jones
	Peter Cho	Anne LaVance
	Janet Colletti	Cheryl Myers
	Caitlin Cooper	Patti Ross
	Emmett Davis	Deborah Skevington
	Malene Arnaud-Davis	Tim Stamm
	Phil Denette	Sara Strickland
	Linda Donahue	Erin Vonsteuben
	Marcus Etienne	Darlene Williams

Attending to Other Business	Jennifer Bennett	Patrice Moore
	Maria Cisneros	Jim Newchurch
	Clint Coleman	Warren Punecky
	Arnel Cosey	Jay Randolph
	Emily Cospers	Kenneth Ripberger
	Lesha Coulon	Vance Roux
	Raymond Duplessis	Jeanne Samuel
	Tamika Duplessis	David Sanders
	Dorothy Smith Elder	Dolores Smith
	Sarah Inman	Janet Gauthier Stephens
	Linda Kieffer	Tedd Walley
	Rhonda King	Kiedra M. Williams
	Cherie Kay LaRocca	Theo Worrell
	Claudia Martinez	

**III. Call for Public Comments**

No requests for Public Comments were received.

**IV. Minutes of meeting of September 29, 2017**

The Minutes of the Meeting of September 29, 2017, were reviewed, and approved as presented

## V. Curriculum Operations Report – Tim Stamm

### VI. New Business

- a) *The agenda was reordered and items were combined for discussion. Original Placement Items VI. a. to VI. q*

**Arts & Humanities/VISC**

**Program Review:** Review/Discussion of the Program Review Report for the A.A.S. in Visual Communication-Graphic Design.

**Business & Technology/ACCT**

**Program Review:** Review/Discussion of the Program Review Report for the A.A.S. in Accounting.

**Technical Division/BARB**

**Program Review:** Review/Discussion of the Program Review Report for the T.D. in Barber-Styling.

**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.

**Arts & Humanities/CDYC**

**Program Review:** Review/Discussion of the Program Review Report for the A.A.S. in Care & Development of Young Children.

**Technical Division/COSM**

**Program Review:** Review/Discussion of the Program Review Report for the T.D. in Cosmetology.

**Business & Technology/CULA**

**Program Review:** Review/Discussion of the Program Review Report for the A.A.S. in Culinary Arts. Requested changes to the Library Impact portion of the document. As presented, did not accurately reflect Library holdings for the Culinary Arts degree and certificate programs.

**Business & Technology/ELET**

**Program Review:** Review/Discussion of the Program Review Report for the A.S. in Electrical-Electronics Engineering Technology.

**Allied Health/FSED**

**Program Review:** Review/Discussion of the Program Review Report for the A.A.S. in Funeral Services.

**Technical Division/MOVH**

**Program Review:** Review/Discussion of the Program Review Report for the A.A.S. and the C.T.S. in Motor Vehicle Technology.

**Allied Health/NUMT**

**Program Review:** Review/Discussion of the Program Review Report for the P.A.C. in Nuclear Medicine Technology

**Allied Health/PHAR**

**Program Review:** Review/Discussion of the Program Review Report for the C.T.S. in Pharmacy Technician.

**Arts & Humanities/MUSC**

**Program Review:** Review/Discussion of the Program Review Report for the T.C.A. in Audio Engineering.

**Arts & Humanities/MUSB**

**Program Review:** Review/Discussion of the Program Review Report for the T.C.A. in Music Business.

**Business & Technology/Clerical Automation**

**Program Review:** Review/Discussion of the Program Review Report for the T.C.A. in Clerical Automation.

**Allied Health/Veterinary Technology**

**Program Review:** Review/Discussion of the Program Review Report for the A.A.S. in Veterinary Technology.

**Allied Health/RADT**

**Program Review:** Review/Discussion of the Program Review Report for the A.A.S. in Radiologic Technology. Motion to accept proposals. [**Motion: Larisia Jones; Second: Anne LaVance; Carried, Unanimously**].

- b) *The agenda was reordered and items were combined for discussion. Original Placement Item VI. r. to VI. aa*

**Allied Health/HEIT**

**Publication of Suggested Program Sequence:** Associate of Applied Science in Health Information Technology. Publication of Suggested Program Sequence in College Catalog.

**Allied Health/MSTH**

**Publication of Suggested Program Sequence:** Certificate of Technical Studies in Massage Therapy. Publication of Suggested Program Sequence in College Catalog, to include Fall Admission and Spring Admission Suggested Sequences.

**Allied Health/HEIT/MEDC**

**Publication of Suggested Program Sequence:** Certificate of Applied Science in Medical Coding. Publication of Suggested Program Sequence in College Catalog.

**Allied Health/MLTS**

**Publication of Suggested Program Sequence:** Associate of Applied Science in Medical Laboratory Technician. Publication of Suggested Program Sequence in College Catalog.

**Allied Health/OCTA**

**Publication of Suggested Program Sequence:** Associate of Applied Science in Occupational Therapy Assistant. Publication of Suggested Program Sequence in College Catalog.

**Allied Health/PTAP**

**Publication of Suggested Program Sequence:** Associate of Applied Science in

Physical Therapist Assistant. Publication of Suggested Program Sequence in College Catalog.

**Allied Health/PSOM**

**Publication of Suggested Program Sequence:** Associate of Applied Science in Polysomnographic Technology. Publication of Suggested Program Sequence in College Catalog.

**Allied Health/RSPT**

**Publication of Suggested Program Sequence:** Associate of Applied Science in Respiratory Care Technology. Publication of Suggested Program Sequence in College Catalog.

**Allied Health/SURG**

**Publication of Suggested Program Sequence:** Certificate of Technical Studies in Surgical Technology. Publication of Suggested Program Sequence in College Catalog, to include Fall Admission and Spring Admission Suggested Sequences.

**Allied Health/VETT**

**Publication of Suggested Program Sequence:** Associate of Applied Science in Veterinary Technology. Publication of Suggested Program Sequence in College Catalog, to include Fall Admission and Spring Admission Suggested Sequences.

Motion to accept proposals. [**Motion: Sal Anselmo; Second: Deborah Skevington; Carried, Unanimously**].

c) **Academic Affairs/Curriculum & Program Development**

**Program Sequences:** Progress report on the publication of Course Sequencing in the College Catalog [**Report Only: No action required**].

d) *The agenda was reordered. Original Placement Item VI. cc.*

**Business & Technology/BUMG/RLST**

**Program Revision:** Associate of Applied Science in Business and Management, with a concentration in Real Estate. Revise the Real Estate concentration of the A.A.S. in Business and Management as follows: RLST 12 credit hour electives: DELETE: BUSG-221: Environmental Law and Policy; ADD: BUSG-102: Customer Service. Total concentration and program hours remain the same. Adjust Suggested Sequence of the concentration in Real Estate, specifically Third Semester, to reflect changes. Modifications reflect advisory committee input, and align with the recently approved C.T.S. in Real Estate Professional, ensuring the C.T.S. is embedded 100 percent within the A.A.S. degree.

Motion to accept proposal. [**Motion: Lilian Gamble; Second: Anne LaVance; Carried, Unanimously**].

**VII. Consent Agenda**

a) **Nursing/PRNU**

**Change of Program Description:** Change the program description of the T.D. in Practical Nursing, Admission Criteria, #3: Minimum scores on the **ACCUPLACER**,

TABE, or ACT exam. Delete: COMPASS Scores; Replace With: ACCUPLACER Scores: Reading – 65 ; Language – 74 ; Math – Elementary Algebra – 48. Admission scores mandated by the Louisiana State Board of Practical Nurse Examiners, and reflect discontinuation of the COMPASS exam.

b) **Technical Division/COSM**

**Change of Course Lecture-Laboratory and/Contact Hours:** COSM-121 Cosmetology Anatomy and Physiology. Change the lecture-laboratory and/contact hours of COSM-121: Cosmetology Anatomy and Physiology *from* 1-3-2 / 60 *to* 2-3-2 / 75. Revised lecture, laboratory, and contact hours will allow for adequate time to address course learning outcomes and to effectively assess student attainment of skills and knowledge required for the Cosmetology profession.

c) **Technical Division/COSM**

**Change of Course Lecture-Laboratory and/Contact Hours:** COSM-122 Manicuring and Pedicuring. Change the lecture-laboratory and/contact hours of COSM-122 Manicuring and Pedicuring *from* 1-8-3 / 185 *to* 2-6-3 / 120. Revised lecture, laboratory, and contact hours will allow for adequate time to address course learning outcomes and to effectively assess student attainment of skills and knowledge required for the Cosmetology profession.  
Motion to accept Consent Agenda. **[Motion: Larisia Jones; Second: Caitlin Cooper; Carried, Unanimously].**

**VIII. Old Business**

**IX. Next Meeting**                      November 17, 2017

**X. Adjournment**                      The meeting was adjourned at 2:25 p.m.