Delgado
COMMUNITY COLLEGE

CURRICULUM COMMITTEE MEETING
Friday, May 3, 2:00 p.m.
City Park Campus, Student Life Center, Bayou St. John (Building 23, Second Floor)

AGENDA

I. **Call to Order**

II. **Roll Call**

III. **Call for Public Comments**

IV. **Minutes of meeting of March 22, 2019**

V. **Curriculum Operations Report – Tim Stamm**

VI. **New Business – Postponed from March 22, 2019**

    a) **Business & Technology/CULA**
    New Course: CULA-100: Explorations in Culinary Arts (1-0-1 / 15). Creation of a new course, CULA-100: Explorations in Culinary Arts. The goal of the course is to provide students with information needed to make an informed decision about pursuing a culinary arts career. Course description: "Exploratory course in culinary and pastry arts for students interested in a career in this field. Overview of Culinary arts career options, industry expectations, and what path it takes to reach career goals in these areas."

VII. **New Business**

    a) **Allied Health/SURG/SCSP**
    New Course: SCSP-101: Introduction to Surgical Instrumentation (2-0-2 / 30).
    Creation of a new course, SCSP-101: Introduction to Surgical Instrumentation. Course description: "Instrument and Instrument Identification. Identifying surgical instruments by name and purpose, proper care, handling and processing of equipment, and preparing for sterilization process."

    b) **Allied Health/SURG/SCSP**
    New Course: SCSP-103: Central Processing I (3-0-3 / 45). Creation of a new course, SCSP-103: Central Processing I. Course description: "Central service role, packaging and sterilization. Includes OSHA guidelines and common safety and hazard protocols. Role and responsibilities of federal agencies that impact

central service and important aspects of regulations and standards that are administered."

c) **Allied Health/SURG/SCSP**
   New Course: SCSP-105: Central Processing Practicum I (0-6-1 / 90). Creation of a new course, SCSP-105: Central Processing Practicum I. Course description: "Supervised experience in sterile processing techniques in a clinical facility. Emphasis on introduction to the clinical environment and sterility issues; various cleaning, wrapping, and sterilizing procedures will be covered."

d) **Allied Health/SURG/SCSP**
   New Course: SCSP-107: Central Processing II (3-0-3 / 45). Creation of a new course, SCSP-107: Central Processing II. Course description: "Organizational skills required to control, track, and distribute inventory. Basic procedures for packaging process through comparison of reusable and disposable packaging materials, basic package closure methods, and factors affecting shelf-life and stock rotation."

e) **Allied Health/SURG/SCSP**
   New Course: SCSP-109: Central Processing III (3-6-3 / 135). Creation of a new course, SCSP-109: Central Processing III. Course description: "Various packaging materials and closure methods used for sterilization as they relate to the Association of Advancement of Medical Instruments (AAMI) standards. Sterilization equipment including high and low temperature sterilization, types of sterilizers, various cycles, quality assurance concepts, documentation standards, and policies and procedures."

f) **Allied Health/SURG/SCSP**
   New Course: SCSP-111: Central Processing Practicum II (2-12-4 / 210). Creation of a new course, SCSP-111: Central Processing Practicum II. Course description: "Supervised experience in sterile processing techniques in a clinical facility. Emphasis on preparation, storage, and distribution of instruments, supplies and equipment, quality assurance and inventory. Participation in the process of decontamination, sterilization, and distribution of sterile instruments and supplies. Upon completion, students will be able to demonstrate competence in sterile processing techniques."

g) **Allied Health/SURG/SCSP**
   Reactivation of a previously terminated course: SURG-102: Microbiology for Surgical Technicians (3-0-3 / 45). Course description: "Sources of contamination by pathogenic organisms and control through aseptic technique in care of surgical patients." Course was terminated Summer 2016, as it was no longer used as an "OR" choice with BIOL-211: Microbiology of Human Pathogens for the

C.T.S. in Surgical Technology. The course, SURG-102, better meets the learning outcomes for the new C.T.S. in Central Sterile Processing.

h) **Allied Health/SURG/SCSP**
Final Approval of Curriculum: Certificate of Technical Studies in Central Sterile Processing.

i) **Business & Technology/RLST**
Change of Program Description: Student Learning Outcomes: Certificate of Technical Studies in Real Estate Professional. Review and approval of the publication of the Student Learning Outcomes for the C.T.S. in Real Estate Professional. Student Learning Outcomes: Explain advanced real estate concepts; Identify legal issues of real estate law in Louisiana; Demonstrate excellent customer service skills.

j) **Business & Technology/ENTE**
Change of Program Description: Student Learning Outcomes: Certificate of Technical Studies in Entrepreneurship. Review and approval of the publication of the Student Learning Outcomes for the C.T.S. in Entrepreneurship. Student Learning Outcomes: Apply the financial, management, and marketing skills needed to be successful when opening a business; Identify and analyze innovative business opportunities, assessing the viability of concepts; Develop and refine business ideas(s) from concept through a complete business plan; Demonstrate excellent business communication skills.

k) **Business & Technology/CULA**
Change of Program Description: Student Learning Outcomes: Associate of Applied Science in Culinary Arts. Review and approval of the publication of the Student Learning Outcomes for the A.A.S. in Culinary Arts. Student Learning Outcomes: Apply preparation skills necessary for a variety of culinary operations; Plan and efficiently perform food production activities; Properly prepare a wide variety of restaurant quality dishes using multiple cooking methods; Implement and maintain cost and quality controls to meet operational goals; Train entry-level foodservice employees; Use culinary math, written and oral communication skills necessary for operating in foodservice; Employ problem-solving skills essential for smooth operation of a commercial kitchen; Integrate skills for functioning within and maintaining a foodservice team.

l) **Business & Technology/CULA/PAST**
Change of Program Description: Student Learning Outcomes: Certificate of Technical Studies in Pastry Arts. Review and approval of the publication of the Student Learning Outcomes for the C.T.S. in Pastry Arts. Student Learning Outcomes: Apply fundamental concepts of Pastry/Baking tools, knife skills, and

baking equipment knowledge; Organize, purchase, and plan for the production of Baking/Pastry goods; Access, compile, and evaluate food cost, labor cost, beverage cost, and operation cost from the point of making profit; Use culinary math, written and oral communication, restaurant business, kitchen supervision, and cooking abilities; Recognize and demonstrate work habits that model the professional chef and ethical behavior in the food service industry.

m) **Arts & Humanities/LATD**
Change of Program Description: Student Learning Outcomes: Associate of Arts/Associate of Science Louisiana Transfer Degree. Review and approval of the publication of the Student Learning Outcomes for the A.A./A.S. Louisiana Transfer Degree. Student Learning Outcomes: Identify college-level material in the general education curriculum consisting of English Composition, Mathematics/Analytical Reasoning, Natural Sciences, Humanities, Behavioral and Social Sciences, and Fine Arts; Display skills in general education competencies including reading, written communication, oral communication, mathematical computation, critical thinking, library skills, and computer literacy; Master basic concepts derived from concentration/track specific courses in disciplines based upon the student's area of interest and anticipated baccalaureate major.

n) **Arts & Humanities/GSTD**
Change of Program Description: Student Learning Outcomes: Associate of General Studies. Review and approval of the publication of the Student Learning Outcomes for the A.G.S. in General Studies. Student Learning Outcomes: Compose text with purpose of summarizing and analyzing content; Demonstrate proficiency in solving math problems; Interpret data in order to form a sound conclusion; Analyze a social issue; Apply principles of a social science to assess human behavior; Critically appraise text or subject in any of the following modes of expression: drama, poetry, music, historical and imaginative literature, philosophy, and/or rhetoric.

o) **Arts & Humanities/CRJU**
Change of Program Description: Student Learning Outcomes: Associate of Arts in Criminal Justice. Review and approval of the publication of the Student Learning Outcomes for the A.A. in Criminal Justice. Student Learning Outcomes: Create and formulate a worldview that includes an historical foundation of American Law and the criminal justice system; Identify and define the major components of the criminal justice system (police, courts, and corrections); Interpret and evaluate the significance and practice of the Constitution and Supreme Court decisions within all components of the criminal justice system; Analyze historical and current issues of crime in the United States through an application of statistical data in order to interpret the distribution and

dimensions of crime; Classify, describe, and discuss the theoretical approaches, issues, and programs related to the causes of crime, crime prevention, and rehabilitation of offenders.

p) **Arts & Humanities/CDYC**
Change of Program Description: Student Learning Outcomes: Associate of Applied Science in Care and Development of Young Children. Review and approval of the publication of the Student Learning Outcomes for the A.A.S. in Care and Development of Young Children. Student Learning Outcomes: Promote child development and learning (NAEYC Standard #1); Build family and community relationships (NAEYC Standard #2); Observe, document, and assess to support young children and families (NAEYC Standard #3); Use developmentally effective approaches (NAEYC Standard #4); Apply content knowledge to build meaningful curriculum (NAEYC Standard #5); Exhibit professionalism in the field of early childhood (NAEYC Standard #6).

q) **Arts & Humanities/TEAC**
Change of Program Description: Student Learning Outcomes: Associate of Science in Teaching, Grades 1 – 5. Review and approval of the publication of the Student Learning Outcomes for the A.S.T. in Teaching, Grades 1 – 5. Student Learning Outcomes: Exhibit professionalism in the field of education; Apply the theories related to cognitive, social/emotional, and behavioral child development; Assess, utilize, and integrate technology into the classroom; Identify and address different learning stiles, multiple intelligences, and exceptionalities found in the classroom; Describe and discuss student rights as they apply to diversity issues.

r) **Arts & Humanities/VISC**
Change of Program Description: Student Learning Outcomes: Associate of Applied Science in Visual Communications-Graphic Design. Review and approval of the publication of the Student Learning Outcomes for the A.A.S. in Visual Communications-Graphic Design. Student Learning Outcomes: Create and maintain a body of work that reflects diverse and innovative responses to design challenges and an awareness of professional expectations of the industry; Conduct oneself professionally when talking and giving constructive critique and when working collaboratively with others; Construct clear and logical arguments, using language of graphic design, for creative solutions to design issues; Use industry standard tools and technology to produce creative graphic designs that clearly illustrate the standard principles and theories of design expected in the field; Use industry standard tools and technology to construct appropriate visual responses to communication problems that demonstrate a command of

fundamental design skills; Determine the social, cultural, and technological issues that would have bearing on design solutions.

s) **Science & Mathematics/SLT**
Change of Program Description: Student Learning Outcomes: Associate of Applied Science in Science Laboratory Technology. Review and approval of the publication of the Student Learning Outcomes for the A.A.S. in Science Laboratory Technology. Student Learning Outcomes: Use fundamental knowledge of chemistry and biology to explain the scientific principles involved in the science laboratory; Explain the function of a science laboratory technician in the workplace; Describe, operate, and maintain tools and equipment in the science laboratory; Develop and adapt protocols to obtain and interpret data; Demonstrate oral and written communication skills and technical skills needed to perform as an entry-level laboratory technician.

t) **Nursing/CNA**
Change of Program Description: Student Learning Outcomes: Career and Technical Certificate in Certified Nursing Assistant. Review and approval of the publication of the Student Learning Outcomes for the C.T.C. in Certified Nursing Assistant. Student Learning Outcomes: Assess biological, psychosocial, sociocultural, spiritual needs, and/or developmental factors that influence health attainment; Plan and incorporate therapeutic interventions, collaborate as a member of the health care team; explain rehabilitative/restorative care concepts, concepts of death with dignity, and the nursing process in the care of clients; Apply concepts of infection control, safety, and emergency procedures in the care of clients; Utilize appropriate communication and interpersonal skills in the care of clients; Performa basic patient care skills, including personal care, vital signs, assistance with meals, restorative care and assistance with other activities of daily living; Demonstrate respect for client rights and confidentiality; Document care delivery appropriately; Perform all skills required by the Louisiana Department of Health for Nurse Aide Training.

u) **Business & Technology/CMIN**
Change of Program Description: Student Learning Outcomes: Associate of Applied Science in Computer Information Technology. Review and approval of the publication of the Student Learning Outcomes for the A.A.S. in Computer Information Technology. Student Learning Outcomes: Apply critical and creative thinking skills to identify or create the information technology which solves an information system problem; Use the agility of iterative process to create, deploy, or maintain information technology solutions; Assess the needs of diverse stakeholders and the project environment to select the soft skills needed to execute the information technology project.

v) **Allied Health/VETT**
Concept Proposal of a New Instructional Program: Certificate of Technical Studies in Veterinary Assistant. Creation of a Certificate of Technical Studies in Veterinary Assistant. A veterinary assistant is a veterinary professional whose main duty is to assist veterinarians and veterinary technicians with duties including: restraining animals, processing lab work, sterilizing equipment, kennel work, clerical duties, filling prescriptions, handling specimen samples, assisting with taking radiographs, educating pet owners (clients), and research records regarding vaccines or other medications. Students will be instructed on proper techniques to perform all of the skills referenced, plus any additional skills appropriate for a veterinary assistant. As a graduate of the proposed program, students will be prepared for entry-level positions in veterinary hospitals, including specialty hospitals. Total credit hours: 20. **[STAR 3]**

w) **Business & Technology/BUSL/Paralegal**
Concept Proposal of a New Instructional Program: Associate of Applied Science in Paralegal Studies. Creation of an Associate of Applied Science degree program in Paralegal Studies. The goal of the proposed program is to provide graduate with the skills that will prepare them for a life-long career in the Paralegal profession. Paralegals are found in all types of organizations, but most are employed by law firms, corporate legal departments, and various government offices. While lawyers assume ultimate responsibility for legal work, they often delegate many of their tasks to paralegals, who may assist lawyers by preparing for closings, hearings, trials, and corporate meetings. Total credit hours: 60. **[STAR 5]**

x) **Business & Technology/CMIN**
Concept Proposal of a New Instructional Program: Associate of Applied Science in Cloud Computing. Creation of an Associate of Applied Science degree program in Cloud Computing. The goal of the proposed program is to provide an opportunity to establish a strong foundation in cloud computing for employment. An ever-increasing number of both corporate and government organizations are adopting the cloud infrastructure. Graduates will acquire a skill-set that allows them to architect scalable application solutions that leverage cloud computing services. The proposed program will be part of an LCTC System-wide initiative to create a state-wide common Associate degree in Cloud Computing. The National Institute of Standards and Technology (NIST) defines cloud computing as "a model for enabling ubiquitous, convenient, on-demand network access to a shared pool of configurable computing resources (e.g., networks, servers, storage, applications, and services) that can be rapidly provisioned and released with minimal management effort or service provider interaction." (National Institute of Standards and Technology, 2017). Essentially,

cloud computing leverages the Internet as a means to deliver networking services that would otherwise be facilitated by local servers and/or personal computers. Cloud computing is an emerging area of Information Technology that has experienced rapid growth in recent years. This development is due, in part, to the growing need to cost-effectively process, store, and secure large amounts of data. **[STAR 5]**

y) **Business & Technology/CMIN**
Concept Proposal of a New Instructional Program: Career and Technical Certificate in Cloud Computing. Creation of a Career and Technical Certificate program in Cloud Computing. Serves as an exit point for the Associate of Applied Science degree program in Cloud Computing, as well as, a fast-track credit program for individuals interested in upgrading their current skills and/or learning a new set of skills for career advancement, career change, and/or workforce re-entry. Successful completion prepares graduates to take the Amazon Web Services (AWS) Cloud Foundations industry-based certification exam. **[STAR 5]**

z) **Business & Technology/CMIN**
Change of Course Title: ADOT-209: Responsive Front End Web Design Software. Change the title of ADOT-209: Responsive Front End Web Design Software *from* ADOT-209: Responsive Front End Web Design Software *to* ADOT-209: User Experience and Prototyping. Revised title better reflects the goals and learning outcomes of the course.

aa) **Business & Technology/CMIN**
New Course: CMIN-233: Cloud Computing Foundations (3-0-3 / 45). Creation of a new course, CMIN-233: Cloud Computing Foundations. The goal of the course is to provide an overview of what cloud computing is and the basics of what is needed to deploy, secure and manage, cloud computing. Course description: "Overview of cloud computing concepts, independent of specific technical roles. Includes cloud concepts, core cloud services, security, architecture, pricing, and support."

bb) **Business & Technology/CMIN**
New Course: CMIN-275: Agile Project Management (3-0-3 / 45). Creation of a new course, CMIN-275: Agile Project Management. The goal of the course is to introduce, share theory, and simulate the current best practices in information technology project management through the Agile methodology. Course description: "Breaking large projects into manageable tasks using the core concepts of Agile. Topics include the agile manifesto, project vision creation, product roadmap creation, product/project development, user role

identification, and user story writing. Recommended for students seeking management and collaborative roles in STEM project development."

cc) **Business & Technology/ENTE**
Program Revision: Certificate of Technical Studies in Entrepreneurship. Revise the C.T.S. in Entrepreneurship: Required Courses in Major: DELETE: BUSG-129: Introduction to Business. Total program hours **decrease** *from* **30** to **27**.

dd) **Science & Mathematics/SLT**
New Course: SCIE-130: Introduction to Science Laboratory Technology (2-0-2 / 30). Creation of a new course, SCIE-130: Introduction to Science Laboratory Technology. The goal of the course is to provide student with an orientation to various career pathways and occupational skills required of the science laboratory technician. Course description: "Designed for students who plan to enter the Science Laboratory Technology, A.A.S. degree program. Introduces students to opportunities available in the chemical field and the biotechnology field. Topics include career options, report writing, information searches, and laboratory safety. A brief overview of the chemical field and biotechnology is presented. May include field trips."

ee) **Science & Mathematics/SLT**
New Course: SCIE-132: Science Laboratory Techniques (0-6-2 / 90). Creation of a new course, SCIE-132: Science Laboratory Techniques. The goal of the course is to introduce students to the basic skills needed to work in a biological or science laboratory setting. The course prepares students for more rigorous laboratory courses in the Science Laboratory Technology degree program. Course description: "Principles for the experimental concepts and fundamental laboratory skills associated with biological and chemical technology."

ff) **Science & Mathematics/SLT**
Course Termination: BTEC-130: Introduction to Biotechnology. This course is being replaced by a new course that better reflects the outcomes of the A.A.S. degree program in Science Laboratory Technology.

gg) **Science & Mathematics/SLT**
Course Termination: CHTC-130: Introduction to Chemical Technology. This course is being replaced by a new course that better reflects the outcomes of the A.A.S. degree program in Science Laboratory Technology.

hh) **Science & Mathematics/SLT**
Course Termination: BTEC-132: Biotechnology Laboratory Techniques. This course is being replaced by a new course that better reflects the outcomes of the A.A.S. degree program in Science Laboratory Technology.

ii) **Science & Mathematics/SLT**
Course Termination: CHTC-132: Chemistry Laboratory Techniques. This course is being replaced by a new course that better reflects the outcomes of the A.A.S. degree in Science Laboratory Technology.

jj) **Science & Mathematics/SLT**
Course Termination: BTEC-283: Techniques in Biofuel Synthesis. This course is no longer used in the A.A.S. degree program in Science Laboratory Technology.

kk) **Science & Mathematics/SLT**
Program Revision: Associate of Applied Science in Science Laboratory Technology. Revise the A.A.S. in Science Laboratory Technology: Required Courses in Major: DELETE: BTEC-130: Introduction to Biotechnology, CHTC-130: Introduction to Chemical Technology, BTEC-132: Biotechnology Laboratory Techniques, CHTC-Chemistry Laboratory Technology; DELETE: "Select Eight (8) credit hours from the following"; ADD: SCIE-130: Introduction to Science Laboratory Technology, SCIE-132: Science Laboratory Techniques, CHEM-221: Organic Chemistry I, CHEM-223: Organic Chemistry I Lab; ADD: "Choose One (1) Lecture/Lab Pair: BIOL-265 Cell Biology, BIOL-266: Cell Biology Lab OR CHEM-222: Organic Chemistry II, CHEM-224: Organic Chemistry II Lab;" General Education Courses: DELETE: CMST-130: Fundamentals of Communication, ECON-202: Microeconomics OR PSYC-127: Introduction to Psychology; ADD: Humanities Requirement 3 credit hours, Social/Behavioral Science Requirement 3 credit hours; Concentration in Biotechnology: DELETE: "Select three (3) course from the following list," and remove BTEC-280: Microscopy Techniques, BTEC-283: Biomolecules, and BTEC-286: Cell Culture Tissue Laboratory Techniques from the list; Add: "Any Science Laboratory Technology Elective Course 3 credit hours." Concentration in Chemical Technology: DELETE: "Select one (1) credit hours from the following list," and remove CHTC-273: Applied Instrumental Analysis III, CHTC-274: Applied Instrumental Analysis IV, and CHTC-281: Applied Organic Chemistry Lab; ADD: "Any Science Laboratory Technology Elective Course 3 credit hours." Adjust Suggested Sequences to reflect changes. Total Program Hours remain the same.

ll) **Business & Technology/BUSG/CMIN/Business Systems Design**
Final Approval of Curriculum: Certificate of Technical Studies in Business Systems Design.

mm) **Business & Technology/BUSG/Banking and Lending Assistant**
Final Approval of Curriculum: Certificate of Technical Studies in Banking and Lending Assistant.

nn) **Nursing/NURS**
Change of course lecture-laboratory-credit and/contact hours: NURS-132: Transitions in Nursing: Licensed Practical Nurse (LPN) to Registered Nurse (RN) *from* 5-6-7 / 165 *to* 3-3-4 / 90.

oo) **Academic Affairs/Curriculum & Program Development**
Student Learning Outcomes: Progress report on the publication of Student Learning Outcomes in the College Catalog **[Report Only: No action required].**

VIII. Consent Agenda

a) **Business & Technology/BUSL**
Change of Course Prerequisite: BUSL-235: Employment Law. Change the prerequisite of BUSL-235: Employment Law to state: "MANG-131: Human Resource Management OR BUSL-202: Introduction to the Legal Profession." Current prerequisite: "MANG-131: Human Resource Management."

b) **Business & Technology/BUSL**
Change of Course Prerequisite: BUSL-250: Legal Environment of Business.
Change the prerequisite of BUSL-250: Legal Environment of Business to state: "BUSG-115: Starting a New Business OR BUSG-129: Introduction to Business OR BUSL-202: Introduction to the Legal Profession." Current prerequisites: "BUSG-115: Starting a New Business OR BUSG-129: Introduction to Business."

c) **Business & Technology/ACCT**
Change of Course Prerequisite: ACCT-275: Advanced Accounting Projects.
Change the prerequisite of ACCT-275: Advanced Accounting Projects to replace BUSG-178 (inactive course) with BUSG-240: Business Communications.

d) **Business & Technology/MANG**
Change of Course Prerequisite: MANG-101: Human Relations in Business.
Remove the prerequisite of 'Readiness for READ-101/Completion of Developmental Reading Requirements' from MANG-101: Human Relations in Business.

IX. Old Business

X. Next Meeting   Fall 2019 (TBA)

XI. Adjournment