

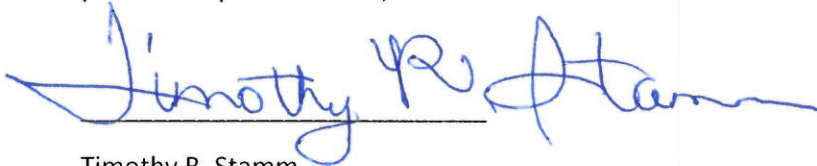
CERTIFICATION OF INABILITY TO OPERATE DUE TO LACK OF IN-PERSON QUORUM

I certify, in accordance with Proclamation Nos. 74 JBE 2020 and 75 JBE 2020, issued by Governor John Bel Edwards on June 4, 2020, that the Delgado Community College Curriculum Committee will be unable to operate – in particular it will be unable to meet its Charter (PPM: AA-1622.1D) and quorum requirements – and will be unable to comply with its Open Meetings Law requirements, because of the orders in Proclamation No. 75 JBE 2020, Section 2 C, which state, “All state agencies, boards and commissions, and local political subdivisions of the state shall continue to provide for attendance at essential governmental meetings via teleconference or videoconference and such attendance shall be allowed during the pendency of this emergency. All efforts shall be made to provide for observation and input by members of the public. Before any meeting conducted pursuant to this section, the state agency, boards and commission, or local political subdivision of the state shall first provide a written certification that it will otherwise be unable to operate due to quorum requirements. Such certification shall be posted at the same time and in the same manner as the agenda for the meeting. Nothing in this order shall be interpreted to waive any notice requirements.”

The Committee’s September 25, 2020, meeting is essential for the Curriculum Committee to fulfill its duties and responsibilities under PPM: AA-1622.1D: Charter: Committee on Curriculum, specifically to evaluate recommended curriculum changes.

Pursuant to Section 2 of Proclamation No. 75 JBE 2020, the Delgado Curriculum Committee will provide for attendance by the public at its essential meeting September 25, 2020, via videoconference, and will provide an opportunity to submit public comments via electronic communication.

Considering the foregoing, and in accordance with Proclamation Nos. 74 JBE 2020 and 75 JBE 2020, the Delgado Community College Curriculum Committee meeting Friday, September 25, 2020, at 2:00p.m. will be held via video conference and in a manner that allows for observation and input by members of the public, as set forth in this notice posted September 18, 2020.



Timothy R. Stamm
Executive Director, Curriculum & Program Development



CURRICULUM COMMITTEE MEETING
Friday, September 25, 2020, 2:00 p.m.
*Virtual Meeting (via webex)***

MINUTES

I. Call to Order

The meeting was called to order at 2:05p.m., by Tim Stamm, Assistant Chair

II. Roll Call

Present Were:	Revaz Akirtava	Cherie Kay LaRocca
	Cristina Alvarado-Suarez	Mavis Larrimer
	Sal Anselmo	Monecia Moody
	Malene Arnaud-Davis	Cheryl Myers
	Abdelrahim Ayyad	Jay Randolph
	Jennifer Bennett	Patricia Ross
	Jesse Boyd	Vance Roux
	Jason Briggs	Michael Santos
	Peter Cho	Mostofa Sarwar
	Maria Cisneros	Deborah Skevington
	Caitlin Cooper	Tim Stamm
	Emily Cospers	Janet Gauthier Stephens
	Lilian Gamble	Sara Strickland
	Linda Hueschen	Erin vonSteuben
	Sarah Inman	Kenneth Williams
Attending to	John Arbour	Patrice Moore
Other Business:	Lesha Coulon	Karen Muhsin
	Emmett Davis	Jim Newchurch
	Ty Delger	Kenneth Ripberger
	Tamika Duplessis	David Sanders
	Michelle Greco	Tedd Walley
	Larisia Jones	Arlanda Williams
Guests:	Leslie Falkins	Alisha Reese
	Traci King	

III. Call for Public Comments (LA R.S. 42:26, 2010, No. 861, sec 23)

**Governor's temporary approval for virtual meetings in light of COVID-19 limitations on public gatherings

IV. Minutes of meeting of November 15, 2019

The minutes of the meeting of November 15, 2019, were reviewed and accepted as presented.

Minutes of meeting of April 17, 2020

The minutes of the meeting of November 15, 2019, were reviewed and accepted as presented

V. Curriculum Committee Functions – Tim Stamm

- a) Membership List
- b) Curriculum Development Calendar
- c) Charter: Committee on Curriculum PPM – Policy No. AA-1622.D
- d) The College Curriculum PPM – Policy No. AA-1510.1A
- e) Master Syllabus PPM – Policy No. AA-1503-1A
- f) Board of Regents Approved Academic Degree Terms and Designations – Policy No. 2.11
- g) Board of Regents Definitions of Undergraduate Certificates and Degrees – Policy No. 2.15
- h) Board of Regents Statewide General Education Requirements – Policy No. 2.16
Note: Table *Statewide General Education Requirements*.

VI. Curriculum Operations Report – Tim Stamm

VII. New Business

- a) Items were combined for discussion. Original Placement Items VI.a to VI. b
Business & Technology/HOST
Final Approval of Curriculum: Career and Technical Certificate in Hospitality Management.
Business & Technology/HOST
Final Approval of Curriculum: Certificate of Technical Studies in Hospitality Management. Motion to accept proposals [**Motion: Cheryl Myers; Second: Lilian Gamble; Carried, Unanimously**].

- b) The agenda was reordered. Original Placement Item VI.c.

Allied Health/SURG

New Course: SURG-202: Clinical Specialties II (3-4-4 / 105). Creation of a new course, SURG-202: Clinical Specialties II. Course description: "Continuation of SURG-201: In-depth review and practice with equipment, instruments, sutures, drains, and dressing required for surgeries. Specialties covered include general, urological, obstetrical, gynecological, plastic, oral, orthopedic, neuro, dental, and otorhinolaryngological surgeries. Robotic and technology-assisted surgeries are covered." Motion to accept proposal [**Motion: Deborah Skevington; Second: Cheryl Myers; Carried, Unanimously**].

- c) The agenda was reordered. Original Placement Item VI.d.

Allied Health/SURG

Final Approval of Curriculum: Associate of Applied Science in Surgical Technology. Motion to accept proposal, with last student learning outcome deleted [**Motion: Michael Santos; Second: Janet Gauthier Stephens; Carried, Unanimously**].

- d) The agenda was reordered. Original Placement Item VI.e.

Allied Health/DMPT

Termination of an Instructional Program: Career and Technical Certificate in Dietary Manager Training Program. Terminate the C.T.C. in Dietary Manager Training Program. Motion to accept proposal [**Motion: Cheryl Myers; Second: Sara Strickland; Carried, Unanimously**].

- e) The agenda was reordered and items were combined for discussion. Original Placement Items VI.f. to VI.i

Technical Division/ELEC

Program Revision: Certificate of Technical Studies in Electrician: Commercial. Revise the C.T.S. in Electrician: Commercial: Delete: CCSS-108: Career Success Skills for Required Related Courses. Total Credit Hours reduce *from 30 to 27*. Adjust Suggested Sequence, specifically Third Semester to reflect change.

Technical Division/ELEC

Program Revision: Certificate of Technical Studies in Electrician: Residential. Revise the C.T.S. in Electrician: Residential: Delete: CCSS-108: Career Success Skills for Required Related Courses. Total Credit Hours reduce *from 25 to 22*. Adjust Suggested Sequence, specifically Third Semester to reflect change.

Technical Division/ELEC

Program Revision: Certificate of Technical Studies in Electrician: Small Industrial. Revise the C.T.S. in Electrician: Small Industrial: Delete: CCSS-108: Career Success Skills for Required Related Courses. Total Credit Hours reduce *from 33 to 30*. Adjust Suggested Sequence, specifically Third Semester to reflect change.

Technical Division/MTTC

Program Revision: Certificate of Technical Studies in Precision Machining. Revise

the C.T.S. in Precision Machining: Delete: CCSS-108: Career Success Skills for Required Related Courses. Total Credit Hours reduce *from 30 to 27*. Adjust Suggested Sequence, specifically First Semester to reflect changes. Motion to accept proposals [**Motion: Malene Arnaud-Davis; Second: Deborah Skevington; Carried, Unanimously**].

- f) *The agenda was reordered. Original Placement Item VI.j.*

Business & Technology/CULA

New Course: CULA-109: Concepts in Culinary Arts (3-0-3 / 45). Creation of a new course, CULA-109: Concepts in Culinary Arts. Course description: “Introductory course covering the concepts of cooking and baking emphasizing theory for commercial foodservice operations. Vocabulary terms and theory related to savory cooking and baking methods and procedures; nutrition, sanitation and safety issues related to menu writing and development will be addressed. Note: This course is not intended for students seeking a certificate or degree in Culinary Arts.” Motion to accept proposal [**Motion: Peter Cho; Second: Jay Randolph; Carried, Unanimously**].

- g) *The agenda was reordered. Original Placement Item VI.k*

Business & Technology/CULA/HOST

Program Revision: Associate of Applied Science in Hospitality Management, with a concentration in Restaurant Management. Revise the Restaurant Management concentration of the A.A.S. in Hospitality Management: ADD: CULA-109: Concepts in Culinary Arts as an “OR” choice with CULA-102: Basic Culinary Skills. Total Concentration Hours change *from 14 to 14 or 15*; Total Program Hours Remain the Same. Adjust Suggested Sequence for the concentration in Restaurant Management, specifically Third Semester to reflect changes. Motion to accept proposal [**Motion: Sara Strickland; Second: Sal Anselmo; Carried, Unanimously**].

- h) *The agenda was reordered. Original Placement Item VI.l.*

Business & Technology/CMIN

Change of Course Prerequisite Requirement: CMIN-233: Cloud Foundations. ADD: CMIN-204: Fundamentals of Information Technologies and Systems OR CNET-157: Network Systems Basics as prerequisite requirements. Current prerequisite: None. Programmatic impact: A.A.S. in Computer Information Technology, multiple concentrations; A.A.S. in Computer Network Technology, C.T.S. in Business Systems Design; A.A.S. and C.T.C. in Cloud Computing. Motion to accept proposal [**Motion: Lilian Gamble; Second: Sarah Inman; Carried, Unanimously**].

- i) The agenda was reordered. Original Placement Item VI.m
Business & Technology/CMIN
Program Revision: Associate of Applied Science in Computer Information Technology. Revise the A.A.S. in Computer Information Technology: Delete: ADOT-264: Database Applications from Required Courses in Major; ADD: CMIN-275 Agile Project Management to Required Courses in Major. Total Program Hours Remain the Same. Suggested Sequences for each concentration require adjusting to reflect change. Motion to accept proposal [**Motion: Sarah Inman; Second: Lilian Gamble; Carried, Unanimously**].

- j) The agenda was reordered. Original Placement Item VI.n
Business & Technology/CMIN
Program Revision: Associate of Applied Science in Computer Information Technology. Revision of Suggested Sequences for the following concentrations within the A.A.S. in Computer Information Technology: Programmer/Analyst; Web Design; Game Design; Information Security/Assurance. Changes better align coursework in related/embedded C.T.S and/or C.T.C. programs with sequence. A concern is the movement of the majority of General Education courses to the final semester, as General Education core is the foundation of degree programs and may impact completion rates for those only interested in the major/professional courses. Motion to accept proposal [**Motion: Lilian Gamble; Second: Jay Randolph; Carried, by majority vote, with five (5) abstaining votes**]

- k) 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) Allied Health/MLTS
Program Revision: Associate of Applied Science in Medical Laboratory Technician. Revise the A.A.S. in Medical Laboratory Technician: ADD: BIOL-1251 and BIOL-253 as “OR” choices with BIOL-161 and BIOL-163 in Required Related Coursework. Note: this change was approved in the program description for prerequisite to program entry in March, 2019. This provides the same option in Required Related courses as it does for program entry. Motion to accept consent agenda [**Motion: Emily Cospers; Second: Jay Randolph; Carried, Unanimously**].

IX. Old Business

- a) **General Education/Humanities/FREN/SPAN/CMST**
SACSCOC Core Requirement 9.3 General Education: Discussion of SACSCOC Board of Trustees interpretation statement regarding Core Requirement 9.3: General Education, and potential impacts for Delgado’s list of courses that may be used to fulfil General Education Humanities Requirements.
[Review/Advisement and Discussion Only; no action required].
Motion to establish a workgroup to review this issue: [Motion: Emily Cosper;
Second: Lilian Gamble; Carried unanimously

X. Next Meeting October 30, 2020

XI. Adjournment 4:00 p.m.