

LA-R.S. 42.171 CERTIFICATION

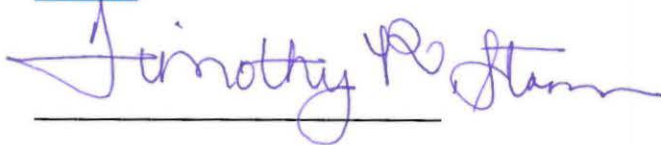
I certify that the October 29, 2021, Delgado Community College Curriculum Committee meeting will be held via videoconference in accordance with LA R.S. 42.17.1.

The State of Louisiana continues to operate under a state of public health emergency declared by the governor, as most recently renewed in Proclamations 29 and 30 JBE 2021 (March 2, 2021). As a result, a traditional public meeting would be detrimental to the health, safety, and welfare of the public. The October 29, 2021, meeting of the Curriculum Committee concerns matters directly related to the Committee's Charter, PPM: AA-1622.1D: Charter: Committee on Curriculum; specifically, the role of the Committee to evaluate recommended curriculum changes.

Pursuant to LA-R.S. 42.17.1, Delgado Community College will provide for attendance by the public at the meeting of October 29, 2021, via video or teleconference, in a manner that allows for observation and input by members of the public, including a mechanism to receive electronic comment both prior to and during the meeting, as set forth in this notice, posted October 12, 2021.

Public comments can be made prior to the meeting, using an on-line form. [More information about the Public Comment Form.](#)

The meeting may be viewed via a live stream. [More information about the Live Stream.](#)



Timothy R. Stamm
Executive Director, Curriculum & Program Development



CURRICULUM COMMITTEE MEETING

Friday, October 29, 2021, 2:00 p.m.

*Virtual Meeting via Zoom***

MEETING

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

II. Roll Call

Present Were:	Cristina Alvarado-Suarez	Mary Higgins
	Revaz Akirtava	Linda Hueschen
	Malene Arnaud-Davis	Tara LaFrance
	Abdelrahim Ayyad	Shawn Loht
	Jennifer Bennett	Jim Newchurch
	Jason Briggs	Jay Randolph
	Angela Camaille	David Sanders
	Peter Cho	Michael Santos
	Maria Cisneros	Mostofa Sarwar
	Caitlin Cooper	Debbie Skevington
	Lsha Coulon	Tim Stamm
	Emmett Davis	Janet Gauthier Stephens
	Theresa Degruy	Sara Strickland
	Lilian Gamble	Erin vonSteuben

Attending to	John Arbour	Larisia Jones
Other Business:	Jesse Boyd	Mavis Larrimer
	Emily Cosper	Patrice Moore
	Ty Delger	Kenneth Ripberger
	Tamika Duplessis	Jancarlo J. Romero
	Harold Gaspard	Vance Roux
	Michelle Greco	Arlanda Williams
	Sarah Inman	Angela Wilson

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 continuing COVID-19 restrictions

IV. Minutes of meeting of April 30, 2021

The minutes were reviewed and approved 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. General Education / Articulation Initiatives – Tim Stamm

The agenda was combined for discussion. Original Placement VII.a. to VII.d.

- a) Board of Regents for Louisiana Higher Education: Transfer/Articulation Matrix and Common Course Catalog for AY: 2021-2022
- b) Articulation Agreement: University of Holy Cross: Associate of Applied Science in Respiratory Care Technology to Bachelor of Science in Health Sciences Curriculum for Respiratory Therapists *Updated agreement*.
- c) Articulation Agreement: University of Holy Cross: Associate of Applied Science in Radiologic Technology to Bachelor of Science in Health Sciences Curriculum for Radiologic Technologists.
- d) Articulation Agreement: Louisiana State University at Alexandria: Associate of Science in Business Administration to Bachelor of Science in Business Administration. Motion to accept proposals [**Motion: Lilian Gamble; Second: Jay Randolph; Carried, Unanimously**].

VIII. New Business

- a) **Allied Health/SURG**
Program Termination: Certificate of Technical Studies in Surgical Technology. Terminate the C.T.S. in Surgical Technology. The C.T.S. program has been replaced by the A.A.S. in Surgical Technology, and the Certificate-level program is no longer necessary as it does not support current licensure. Motion to accept proposal [**Motion: Deborah Skevington; Second: Peter Cho; Carried, Unanimously**].
- b) **Technical Division/ELLT**
Program Termination: Certificate of Technical Studies in Electric Line Technician. Terminate the C.T.S. in Electric Line Technician, as no credit-based courses have been offered since prior to 2015. Motion to accept proposal [**Motion: Lilian Gamble; Second: Caitlin Cooper; Carried, Unanimously**].
- c) **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**].

The agenda was reordered and items were combined for discussion. Original Placement Items VIII. d to VIII. m

- d) **Technical Division/Barber-Styling**
Program Review: Review/Discussion of the Program Review Report (2019-2020) for the T.D. in Barber-Styling.
- Arts & Humanities/Care & Development of Young Children**
Program Review: Review/Discussion of the Program Review Report (2019-2020) for the A.A.S. in Care & Development of Young Children, with related C.T.C. in Child Development Associate (C.D.A.) Preparation.
- Technical Division/Cosmetology**
Program Review: Review/Discussion of the Program Review Report (2019-2020) for the T.D. in Cosmetology. **Graduation data were not included in the report. The T.D. in Cosmetology is a healthy program, producing graduates each academic year. 2016-2017: 28 graduates; 2017-2018: 18 graduates; 2018-2019: 26 graduates; 2019-2020: 22 graduates; and, 2020-2021: 29 graduates. The Committee requests addition of the completion numbers in the Program Review report.**
- Business & Technology/Culinary Arts**
Program Review: Review/Discussion of the Program Review Report (2019-2020) for the A.A.S. in Culinary Arts, the C.T.S. in Culinary Arts: Line Cook, and the C.T.S. in Culinary Management.
- Business & Technology/Electrical-Electronics Engineering Technology**
Program Review: Review/Discussion of the Program Review Report (2019-2020) for the A.S. in Electrical-Electronics Engineering Technology. **The Committee noted that the Student Learning Outcomes listed in the Program Review Report do not match the approved SLOs, as listed in the College Catalog, and**

requests review and adjustment of the Program Review Report to reflect the approved, official Student Learning Outcomes for the A.S. in Electrical-Electronics Engineering Technology.

Technical Division/Motor Vehicle Technology

Program Review: Review/Discussion of the Program Review Report (2019-2020) for the A.A.S. in Motor Vehicle Technology, the C.T.S. in Motor Vehicle Technology, and the C.T.C. in Motor Vehicle Maintenance and Light Repair. **The Committee noted that the Degree and Certificate completers are totaled in this, and all Program Review Reports. Combining the total graduate numbers for Degree and related/embedded Certificate programs does not provide an accurate description of the health, well-being, and vitality of the individual instructional programs. The Committee requests that the Program Review Committee and Report Template separate out degree and embedded program completion data to demonstrate the graduation productivity of the major at each of its program levels. AAS in MOVH: 2016-2017: 16; 2017-2018: 13; and, 2018-2019: 10; CTS in MOVH: 2016-2017: 26; 2017-2018: 32; 2018-2019: 17. (These were reported as combined totals: 2016-2017: 42; 2017-2018: 45; and, 2018-2019: 27).**

Allied Health/Nuclear Medicine Technology

Program Review: Review/Discussion of the Program Review Report (2019-2020) for the P.A.C. in Nuclear Medicine Technology. **The Committee noted that the Post-Associate Certificate completers contain inaccurate information, and requests that the information is corrected in the Program Review Report: 2017-2018: 6; 2018-2019: 6; and, 2019-2020: 6. Additionally, the Committee noted that the Student Learning Outcomes listed in the Program Review Report do not match the approved SLOs, as listed in the *College Catalog*, and requests review and adjustment of the Program Review Report to reflect the approved, official Student Learning Outcomes for the P.A.C. in Nuclear Medicine Technology, specifically, SLO #4 begins with “interpret,” as opposed to “utilize.”**

Allied Health/Pharmacy Technician

Program Review: Review/Discussion of the Program Review Report (2019-2020) for the C.T.S. in Pharmacy Technician.

Allied Health/Veterinary Technology

Program Review: Review/Discussion of the Program Review Report (2019-2020) for the A.A.S. in Veterinary Technology.

Arts & Humanities/Visual Communications-Graphic Design

Program Review: Review/Discussion of the Program Review Report (2019-2020) for the A.A.S. in Visual Communications-Graphic Design, with related C.T.S. in Digital Photography. Motion to accept proposals [**Motion: Jay Randolph; Second: Lilian Gamble; Carried, Unanimously**]. Motion to accept reports with corrections and amendments as noted. [**Motion: Lilian Gamble; Second: Angela Camaille; Carried, Unanimously**].

- e) *The agenda was reordered and items were combined for discussion. Original Placement Items VIII. n. to VIII. t.*

Arts & Humanities/Anthropology & Geography

Program Review: Review/Discussion of the Discipline Review Report (2019-2020) for Anthropology & Geography.

Allied Health/Fitness & Wellness

Program Review: Review/Discussion of the Discipline Review Report (2019-2020) for Fitness & Wellness.

Communication/French

Program Review: Review/Discussion of the Discipline Review Report (2019-2020) for French.

Arts & Humanities/History

Program Review: Review/Discussion of the Discipline Review Report (2019-2020) for History.

Arts & Humanities/Humanities

Program Review: Review/Discussion of the Discipline Review Report (2019-2020) for Humanities.

Arts & Humanities/Music

Program Review: Review/Discussion of the Discipline Review Report (2019-2020) for Music.

Allied Health/Physical Education

Program Review: Review/Discussion of the Discipline Review Report (2019-2020) for Physical Education. Motion to accept proposals [**Motion: Mostofa Sarwar; Second: Janet Gauthier Stephens; Carried, Unanimously**].

- f) **Curriculum & Program Development**

Revision to Regents Academic Policies: Revision of AcAf: 2.04: Letters of Intent for New Academic Programs (does not apply to Community and Technical Colleges) and 2.05: Proposals for New Academic Programs/Research Units.

[Review/Advisement and Discussion Only; no action required, will require future, annual review and approval re: AcAf: 2.05].

IX. Consent Agenda

- a) **Business & Technology/HOST**

Course/Lab Fee Revision: HOST-101: Introduction to Hospitality Industry.

Change the course/lab fee of HOST-101: Introduction to Hospitality Industry from \$60.00 to \$97.00. The *increase* in course/lab fee is required to address the cost of two imbedded Industry Based Certification (IBC) examinations: Certified Guest Service Professional (Guest Service Gold) and Certified Hospitality & Tourism Management Professional.

b) **Allied Health/RATH**

Change of Program Description: Post-Associate Certificate in Radiation Therapy. Change the program description of the P.A.C. in Radiation Therapy to include a reference to safety: “The mission of the Delgado Community College Radiation Therapy Program (RATH) is to provide students with both academic and clinical instruction, which will prepare them to function safely as competent, compassionate, entry-level radiation therapists who respond professionally and ethically to patients and other team members of the radiation oncology facility and healthcare team.”

Motion to accept Consent Agenda [**Motion: Peter Cho; Second: Caitlin Cooper; Carried, Unanimously**].

X. Old Business

a) **Business & Technology/CULA**

Concept of a New Instructional Program: Career and Technical Certificate in Basic Commercial Cooking. The Concept Proposal was approved by the Curriculum Committee April 17, 2020; however, contained prerequisite errors that prevented the seven (7) credit-hour program from being completed without a hidden prerequisite. Due to curriculum revisions, the issue has been resolved.

Motion to accept proposals [**Motion: Lilian Gamble; Second: Debbie Skevington; Carried, Unanimously**].

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b) **Business & Technology/CULA**

Withdrawal of Concept of a New Instructional Program: Career and Technical Certificate in Basic Commercial Baking. The Concept Proposal was approved by the Curriculum Committee April 17, 2020. Motion to accept proposals [**Motion: Angela Camaille; Second: Caitlin Cooper; Carried, Unanimously**].

c) **Business & Technology/CULA**

Program Revision: Certificate of Technical Studies in Culinary Management. Revise the C.T.S. in Culinary Management: Required Courses in Major: DELETE: PAST-101: Introduction to Baking and Pastry as an OR choice with CULA-101: Introduction to Culinary Arts; DELETE: PAST-102: Baking and Pastry Skills Lab I as an OR choice with CULA-102: Basic Culinary Skills. ADD: CULA-109: Concepts in Culinary Arts as an OR choice with CULA-102: Basic Culinary Skills. DELETE: CULA-213: Nutrition for the Culinary Professional; ADD: BUSG-115: Starting a New Business. Approved Electives: Delete: BUSG-252: Entrepreneurial Finance from the list of options. Total program hours **increase from 27 to 28-29**. Adjust suggested sequence to reflect changes, specifically First Semester: Delete: PAST-101 as an OR choice with CULA-101; Second Semester: Delete: PAST-102 as an OR choice with CULA-102; ADD: CULA-109 as an OR choice with CULA-102; Delete: CULA-213: Nutrition for the Culinary Professional and ADD: BUSG-115: Starting A New Business. Semester hours increase *from 13 to 14 or 15*. Total

