



## CURRICULUM COMMITTEE MEETING

*Friday, September 21, 2007 - 2:00 p.m.*

*City Park Campus – Lac Maurepas (Building 23, Second Floor)*

### AGENDA

#### I. Call to Order

#### II. Roll Call

#### III. Minutes of meeting of September 7, 2007

#### IV. Curriculum Operations Report – Tim Stamm

#### V. New Business

##### a) Business & Technology/ACCT

**Change of Course Title:** ACCT-221: Computerized Accounting. Change title of ACCT-221: Computerized Accounting to ACCT-221: Computerized Accounting Using Peachtree. The change of course title will distinguish the type of business (i.e., small, home-based, or medium-sized) emphasized in the course.

##### b) Business & Technology/ACCT

**Change of Course Description:** Change the description of ACCT-221: Computerized Accounting Using Peachtree to state: “Hands-on instruction utilizing computerized accounting software such as Peachtree used in many medium sized businesses. Topics include: the general ledger, accounts receivable, accounts payable, payroll and inventory, as well as generating financial statements and other reports needed for accountants to make decisions. Prerequisites: ACCT-201: Accounting I or ACCT-205: Principles of Financial Accounting.” Current description: “Automated accounting systems, including a comparison of manual and computerized systems. Hands-on experience included. No prior knowledge of computer programming required. Prerequisites: ACCT-201: Accounting I or ACCT-205: Principles of Financial Accounting.”

##### c) Business & Technology/ACCT

**New Course:** ACCT-222: Computerized Accounting Using Quickbooks. This course will provide hands-on instruction with a computer program such as Quickbooks which is suited for very small and home-based businesses that are service-oriented. The creation of the new course will assist students in determining the best course to meet their individual business needs.

##### d) Business & Technology/MARK

**Change of Course Title:** MARK-211: Salesmanship. Change the title of

MARK-211: Salesmanship to MARK-211: Personal Selling. The current title reflects only one aspect of course content. The title, "Personal Selling," represents current industry practice and terminology for the set of skills introduced and developed in this course.

- e) **Business & Technology/RLST**  
**Course Revision:** RLST-263: Real Estate Appraisal/Residential. Revise course content of RLST-263: Real Estate Appraisal to meet the latest requirements for the Louisiana Real Estate Appraisal Certification Requirements.
- f) **Business & Technology/RLST**  
**Change of Course Title:** RLST-263: Real Estate Appraisal/Residential. Change the name of RLST-263: Real Estate Appraisal to RLST-263: Real Estate Appraisal/Residential Principles to better reflect the content and purpose of the course.
- g) **Business & Technology/RLST**  
**New Course:** RLST-266: Real Estate Appraisal/Residential Procedures. Creation of a new course, RLST-266: Real Estate Appraisal/Residential Procedures. This course is designed to provide an overview of real estate appraisal approaches to valuation procedures, value, property description, residential applications, improvement construction, home inspection, and appraisal math.
- h) **Business & Technology/RLST**  
**Course Deletion:** RLST-264: Real Estate Appraisal/Commercial. Delete the course, RLST-264: Real Estate Appraisal/Commercial. The competencies addressed in this course do not meet the requirement for the Louisiana Real Estate Appraisal Residential or Commercial Certification.

## VI. Consent Agenda

- a) **Allied Health/MLTS**  
**Change of Course Prerequisite Requirements:** MLTS-151: Phlebotomy Clinical Practicum. Remove prerequisite requirements from MLTS-151: Phlebotomy Clinical Practicum to allow students to take the course with MLTS-104 and MLTS-105 in the same semester.
- b) **Allied Health/MLTS**  
**Change of Course Prerequisite Requirements:** MLTS-250: Practicum II. Remove the prerequisite requirements of MLTS-208: Hematology II and MLTS-220: Immunology/Serology from MLTS-208: Practicum II to allow students to take the courses at the same time.

## VII. Old Business

VIII. Next Meeting:       October 5, 2007

## IX. Adjournment