



CURRICULUM COMMITTEE MEETING

Friday, February 25, 2022, 2:00 p.m.

*Virtual Meeting via Zoom***

AGENDA

- I. Call to Order**
- II. Roll Call**
- 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 January 28, 2022**
- V. Curriculum Operations Report – Tim Stamm**
- VI. New Business**
 - a) **Allied Health/PHAR**
Change of course lecture-credit and/contact hours: PHAR-109: Body Systems, Diseases, and Drugs. Change the lecture, credit, and contact hours of PHAR-109: Body Systems, Diseases, and Drugs *from* 3-0-3 / 45 *to* 4-0-4 / 60.
 - b) **Allied Health/PHAR**
Change of Course Description: PHAR-109: Body Systems, Diseases, and Drugs. Change the description of PHAR-109: Body Systems, Diseases, and Drugs to state: "Drugs used in treating conditions of the body systems. Overview of anatomy and physiology, common diseases and disorders, and medications used in the treatment of diseases and disorders. Course includes principles of pharmacology." Current description: "Introduction to body systems as they relate to diseases and medications."
 - c) **Allied Health/PHAR**
Change of Course Title: PHAR-104: Pharmacology for the Pharmacy Technician I. Change the title of PHAR-104: Pharmacology for the Pharmacy Technician I *from* PHAR-104: Pharmacology for the Pharmacy Technician I *to* PHAR-104: PHAR-104: Pharmacology for the Pharmacy Technician.

- d) **Allied Health/PHAR**
Change of course lecture-credit and/contact hours: PHAR-104: Pharmacology for the Pharmacy Technician. Change the hours of PHAR-104: Pharmacology for the Pharmacy Technician *from 3-0-3 / 45 to 2-0-2 / 30.*
- e) **Allied Health/PHAR**
Change of Course Description: PHAR-104: Pharmacology for the Pharmacy Technician. Change the description of PHAR-104: Pharmacology for the Pharmacy Technician to state: "Drugs used in treating multisystem conditions and disorders." Current description: "Pharmacology for the entry-level pharmacy technician."
- f) **Allied Health/PHAR**
Change of Course Name/Title: PHAR-102: Pharmacy Practice I. Change the title of PHAR-102: Pharmacy Practice I *from PHAR-102: Pharmacy Practice I to PHAR-102: Pharmacy Practice.*
- g) **Allied Health/PHAR**
Change of Course Prerequisite Requirements: PHAR-102: Pharmacy Practice. Change the prerequisites of PHAR-102: Pharmacy Practice to *remove* PHAR-108: Pharmacy Practice Laboratory as a prerequisite requirement. Note: Acceptance into the Pharmacy Technician program remains a prerequisite requirement.
- h) **Allied Health/PHAR**
Change of Course Prerequisite Requirements: PHAR-155: Pharmacy Seminar. Change the prerequisite requirement of PHAR-155: Pharmacy Seminar to *remove:* PHAR-102, PHAR-104, PHAR-106, AND PHAR-116. Note: Acceptance into the Pharmacy Technician program remains a prerequisite requirement.
- i) **Allied Health/PHAR**
Change of Course Prerequisite Requirements: PHAR-151: Pharmacy Clinical Practice I. Change the prerequisite requirement of PHAR-151: Pharmacy Clinical Practice I to *remove:* PHAR-102, PHAR-104, PHAR-106, AND PHAR-116. Note: Acceptance into the Pharmacy Technician program remains a prerequisite requirement.
- j) **Allied Health/PHAR**
Change of course lecture-laboratory-credit and/contact hours: PHAR-101: Introduction to Pharmacy. Change the lecture-laboratory-credit and/contact hours of PHAR-101: Introduction to Pharmacy *from 3-0-3 / 45 to 2-2-3 / 60.*

- k) **Allied Health/PHAR**
Program Revision: Career and Technical Certificate in Entry-Level Pharmacy Technician. Revise the C.T.C. in Entry-Level Pharmacy Technician: Required Courses in Major: DELETE: PHAR-103: Drug Classifications and PHAR-108: Pharmacy Ethics and Communication; ADD: PHAR-101: Introduction to Pharmacy. With deleted courses, added courses, and course credit hour adjusts as approved in earlier agenda items, Total Program Hours remain the **same**. Adjust Suggested Sequences to reflect changes, specifically First Semester and Second Semester. Note: Suggested Sequence **reduces** *from* three semesters to two semesters.
- l) **Allied Health/PHAR**
Change of course lecture-credit and/contact hours: PHAR-122: Advanced Pharmacy Practice. Change the lecture-credit-and/contact hours of PHAR-122: Advanced Pharmacy Practice *from* 2-0-2 / 30 *to* 4-0-4 / 60.
- m) **Allied Health/PHAR**
Change of Course Prerequisites: PHAR-122: Advanced Pharmacy Practice. Change the prerequisites of PHAR-122: Advanced Pharmacy Practice to state "Acceptance into the Pharmacy Technician Program or Approval of the Program Director." Current prerequisites: "PHAR-102, PHAR-106, PHAR-110, and PHAR-112, or special approval of the program director."
- n) **Allied Health/PHAR**
Change of course laboratory-and/contact hours: PHAR-123: Advanced Pharmacy Practice Laboratory. Change the laboratory-and/contact hours of PHAR-123: Advanced Pharmacy Practice Laboratory *from* 0-3-1 /45 *to* 0-4-1 / 60.
- o) **Allied Health/PHAR**
Change of Course Prerequisite Requirements: PHAR-123: Advanced Pharmacy Practice Laboratory. Change the prerequisites of PHAR-123: Advanced Pharmacy Practice Laboratory to state "Acceptance into the Pharmacy Technician Program or Approval of the Program Director." Current prerequisites: "PHAR-102, PHAR-106, PHAR-110, and PHAR-112, or special approval of the program director."
- p) **Allied Health/PHAR**
Change of Course Prerequisite Requirements: PHAR-152: Pharmacy Clinical Practice II. Change the prerequisites of PHAR-152: Pharmacy Clinical Practice II to state "Acceptance into the Pharmacy Technician Program or Approval of the Program Director." Current prerequisites: "PHAR-110, PHAR-112, PHAR-114, and PHAR-117 or special permission of the program director."

q) **Allied Health/PHAR**

Program Revision: Certificate of Technical Studies in Advanced-Level Pharmacy Technician. Revise the C.T.S. in Advanced-Level Pharmacy Technician: Required Courses in Major: DELETE: PHAR-103: Drug Classifications, PHAR-108: Pharmacy Ethics and Communication, PHAR-110: Sterile Products, PHAR-112: Sterile Products Laboratory, and PHAR-114: Pharmacology for the Pharmacy Technician II; ADDL PHAR-101: Introduction to Pharmacy. Total Program Hours **reduce from 31 to 27**. Revise Suggested Sequences to reflect changes. NOTE: nine (9) credit hours of the curriculum are unique to the C.T.S., with eighteen (18) hours shared with the C.T.C. in Entry-Level Pharmacy Technician. Nine (9) credit hours of unique/different courses are the minimum for a new, different certificate program. (Prior to the revision, this total was thirteen).

r) **Business & Technology/ACCT**

Change of Course Prerequisite Requirements: ACCT-222: Computerized Accounting Using Quickbooks. Remove the option of "May be taken concurrently with ACCT-222" from the prerequisites for ACCT-222, which are: ACCT-111, or ACCT-201, or ACCT-205. All three (3) courses remain as "OR" choices; however, will be required to be completed prior to entering ACCT-222. Current prerequisites allow the courses to be taken prior to or concurrently with ACCT-222.

s) **Business & Technology/BUMG**

Program Revision/Concentration Termination: Associate of Applied Science in Business and Management, with a concentration in Marketing. Terminate the concentration in Marketing of the A.A.S. in Business and Management. Total Program Hours for the A.A.S. remain the same.

t) **Business & Technology/BUMG**

Program Revision/Concentration Termination: Associate of Applied Science in Business and Management, with a concentration in Retail Management. Terminate the concentration in Retail Management of the A.A.S. in Business and Management. The related Certificate of Technical Studies in Retail Management remains in place, and all courses in the C.T.S. may be applied to another, existing concentration, the concentration in General Business. Total Program Hours for the A.A.S. remain the same.

u) **Business & Technology/BUMG**

Program Revision: Associate of Applied Science in Business and Management, with a concentration in Office Management. Revise the concentration in Office Management of the A.A.S. in Business and Management. Required Courses in Concentration: DELETE: MANG-180: Office Management; ADD: MANG-131: Human Resource Management. Elective List (NOTE: Only one, three-credit hour course is required; however, there are five courses on the list, which is a decrease of one course): DELETE: MANG-131: Human Resource Management from the list of choices. Total Concentration and Total Program Hours remain the same. Adjust Suggested Sequence to reflect changes, specifically Third Semester and Fourth Semester (list of elective choices).

v) **Business & Technology/BUMG**

Program Revision: Associate of Applied Science in Business and Management, with a concentration in General Business. Revise the General Business concentration of the A.A.S. in Business and Management. Required courses in Concentration: DELETE: ACCT-202: Principles of Accounting II and ECON-201: Macroeconomics. ADD: BUSG-102: Customer Service and BUSG-115: Starting A New Business. Total Concentration and Total Program Hours Remain the Same. Adjust Sequences to reflect changes.

w) **Business & Technology/MARK**

Change of Course Description: MARK-211: Personal Selling. Change the description of MARK-211: Personal Selling to state: "An introduction to personal selling and sales. Explores how to home in on customer needs and wants to make a sale happen. Focuses on the effective techniques for success in sales and a variety of business career settings." Current Description: "Personal Selling is a vital aspect of developing a relationship with potential customers and understanding how to manage and maintain a sales force. Focuses on how to understand and address consumers' needs effectively."

x) **Business & Technology/MARK**

Change of Course Description: MARK-208: Social Media and e-Marketing. Change the description of MARK-208: Social Media and e-Marketing to state: "Introduction to the various social media platforms that can be used in business. Explores the mechanics of ho to use, build, and maintain a business with social media platforms. Platforms covered in the course include Facebook, LinkedIn, Youtube, Google Ads, and Instagram. Current Description: "E-Marketing , also referred to as online marketing or Internet marketing, is the marketing of products or services over the Internet as well as the process of growing and promoting an organization using on-line media including social media. Includes on-line marketing strategies, value chain models, the Internet customer, evaluating web marketing programs, social concerns, and regulatory issues in this rapidly-evolving form of media."

y) **Business & Technology/BUSL**

Change of Course Description: BUSL-210: Cyberlaw. Change the description of BUSL-210: Cyberlaw to state: "Introduction to the law of the internet and e-commerce. Explores topics relevant to the internet and e-commerce including jurisdiction, copyright, trademark, patent, domain formation, e-commerce sales, and e-commerce contracts, as well as crimes and torts. Current description: "Legal topics related to the Internet including, e-commerce regulation, piracy, intellectual property, cyber torts, copyrights and taxation. Relevant social topics such as free speech and privacy concerns will be explored."

z) **Business & Technology/MARK**

Change of Course Description: MARK-213: Retailing. Change the description of MARK-213: Retailing to state: "Introduction to retailing and retail management. Explores the techniques of how to manage all aspects of a retail business. Topics include site location, merchandise decisions, customer relationship management, and pricing schemes." Current Description: "Principles and methods of retailing, merchandise management, sales promotion, and customer services." See SLO #3, which leads with "Demonstrate." The verb demonstrate is difficult to measure.

aa) **Business & Technology/BUSL**

Change of Course Name/Title: BUSL-202: Introduction to the Legal Profession. Change the name/title of BUSL-202: Introduction to the Legal Profession *from* BUSG-202: Introduction to the Legal Profession *to* BUSL-202: Introduction to Paralegal Studies.

bb) **Business & Technology/BUSL**

Change of Course Description: BUSL-202: Introduction to Paralegal Studies Change the description of BUSL-202: Introduction to the Legal Profession to state: "Overview of the U.S. legal system with an additional focus on the role of the paralegal professional. Topics include: the operation and structure of the federal and state criminal and civil law systems; federal and state court organization; research and writing skills for the paralegal; and, introduction to various areas of law." Current Description: "Overview of the American legal systems and legal professions. Topics include: civil law, criminal law, torts, family law, Constitutional law, business law, and the basics of legal research."

cc) **Business & Technology/BUSL**

Change of Course Prerequisite Requirements: BUSL-202: Introduction to Paralegal Studies. Remove "Completion of Developmental Reading Requirements" as a prerequisite note from BUSL-202: Introduction to Paralegal Studies.

dd) **Business & Technology/BUSG**

Change of Course Description: BUSG-125: Personal Finance. Change the description of BUSG-125: Personal Finance to state: "Overview of one's personal finance including: investment strategies, banking, consumer finance, real estate investment, health insurance, estate planning, retirement planning, tax preparation, and employment search strategy." Current Description: "Personal and family finances and money management: budgets, savings, borrowing, insurance, taxes, investments, and estate planning."

ee) **Business & Technology/BUSL**

Change of Course Prerequisite Requirements: BUSG-125: Personal Finance. Remove "Eligibility for MATH-095 and completion of Developmental Reading requirements" as prerequisite notes from BUSG-125: Personal Finance.

VII. Consent Agenda

a) **Business & Technology/AERO/MILS**

Change of Course Title: AERO-101: Foundations of the U.S. Airforce I. Change the title of AERO-101: Foundations of the U.S. Airforce I *from* AERO-101: Foundations of the U.S. Airforce I *to* AERO-101: Heritage and Values of the USAF I.

b) **Business & Technology/AERO/MILS**

Change of Course Description: AERO-101: Heritage and Values of the USAF I. Change the description of AERO-101: Heritage and Values of the USAF I to state: "Survey course designed to introduce students to the United States Air and Space Forces and provides an overview of the basic characteristics, missions, and organizations of the Air and Space Forces. Leadership Laboratory is mandatory for AFROTC cadets and compliments this course by providing cadets with Leadership experiences. Current description: "Survey course designed to introduce students to the United States Air Force and encourage participation in Air Force Reserve Officer Training Corps. Topics include: overview of ROTC, special program offered through ROTC, mission and organization of ROTC, brief history of the Air Force, introduction to leadership and leadership related issues, Air Force Core Values, Air Force officer training opportunities, and an introduction to communication studies. Leadership Laboratory is mandatory for AFROTC cadets and compliments this course by providing cadets with followership experiences."

c) **Business & Technology/AERO/MILS**

Change of Course Title: AERO-103: Foundations of U.S. Air Force I Leadership Laboratory. Change the title of AERO-103: Foundations of U.S. Air Force I Leadership Laboratory *from* AERO-103: Foundations of U.S. Air Force I

Leadership Laboratory to AERO-103: Heritage and Values of the USAF I Laboratory.

d) **Business & Technology/AERO/MILS**

Change of Course Description: AERO-103: Heritage and Values of the USAF I Laboratory. Change the description of AERO-103: Heritage and Values of the USAF I Laboratory to state: "Dynamic and integrated grouping of leadership developmental activities designed to meet the needs and expectations of prospective Department of the Air Force second lieutenants and complement the AFROTC academic program. It is a student planned, organized, and executed practicum conducted under the supervision of the Detachment Commander and Operations Flight Commander. Current description: "Dynamic and integrated grouping of leadership development activities designed to meet the needs and expectations of prospective Air Force second lieutenants and complement the AFROTC academic program. It is a student placed, organized, and executed practicum conducted under the supervision of the detachment commander and commandant of cadets. Leadership laboratory cadets are classified into one of four groups with respect to field training attendance and/or commissioning. Initial Military Training (IMT) cadets are part of the General Military Course (GMC) but are not scheduled to attend field training."

e) **Business & Technology/AERO/MILS**

Change of Course Title: AERO-102: Heritage and Values of the USAF II. Change the title of AERO-102: Heritage and Values of the USAF II *from* AERO-102: Heritage and Values of the USAF II *to* AERO-102: Heritage and Values of the USAF II.

f) **Business & Technology/AERO/MILS**

Change of Course Description: AERO-102: Heritage and Values of the USAF II. Change the description of AERO-102: Heritage and Values of the USAF II to state: "A continuation survey course designed to introduce students to the United States Air and Space Forces and provides an overview of the basic characteristics, missions, and organization of the Air and Space Forces. Leadership Laboratory is mandatory for AFROTC cadets and complements this course by providing cadets with Leadership experiences." Current description: "A continuation survey course, introducing students to the United States Air Force and Air Force Reserve Officer Training Corps. Topics include: US Air Force installations and professions, geographical awareness, U.S. defense policy, military balance, terrorism and communication skills. Leadership Laboratory II is mandatory for AFROTC cadets and complements this course by providing cadets with followership experiences."

g) **Business & Technology/AERO/MILS**

Change of Course Title: AERO-104: Foundations of the U.S. Air Force II

Laboratory. Change the title of AERO-104: Foundations of the U.S. Air Force II Laboratory *from* AERO-104: Foundations of the U.S. Air Force II Laboratory *to* AERO-104: Heritage and Values of the USAF II Laboratory.

h) **Business & Technology/AERO/MILS**

Change of Course Description: AERO-104: Heritage and Values of the USAF II Laboratory. Change the description of AERO-104: Heritage and Values of the USAF II Laboratory to state: “Dynamic and integrated grouping of leadership developmental activities designed to meet the needs and expectation of prospective Department of the Air Force second lieutenants and complement the AFROTC academic program. It is a student planned, organized, and executed practicum conducted under the supervision of the Detachment Commander and Operations Flight Commander.

i) **Business & Technology/AERO/MILS**

Change of Course Title: AERO-201: The Evolution of USAF and Space Power I. Change the title of AERO-201: The Evolution of USAF and Space Power I *from* AERO-201: The Evolution of USAF and Space Power I *to* AERO-201: Team and Leadership Fundamentals I.

j) **Business & Technology/AERO/MILS**

Change of Course Description: AERO-201: Team and Leadership Fundamentals I. Change the description of AERO-201: Team and Leadership Fundamentals I to state: “Provides a fundamental understanding of both leadership and team building. The lessons and course flow are designed to prepare students for field training and leadership positions in the detachment. Leadership Laboratory is mandatory for AFROTC cadets and complements this course by providing cadets with Leadership experiences.” Current description: “The course examines general aspects of air and space power through a historical perspective, from the first balloons and dirigibles to World War II. Historical examples are used to show the development of present-day Air Force capabilities and missions. Also covered are doctrine, principles of war, and tenets of air and space power.”

k) **Business & Technology/AERO/MILS**

Change of Course Title: AERO-203: The Evolution of USAF Air and Space Power I Leadership Laboratory. Change the title of AERO-203: The Evolution of USAF Air and Space Power I Leadership Laboratory *from* AERO-203: The Evolution of USAF Air and Space Power I Leadership Laboratory *to* AERO-203: Team and Leadership Fundamentals I Laboratory.

l) **Business & Technology/AERO/MILS**

Change of Course Description: AERO-203: Team and Leadership Fundamentals I Laboratory. Change the description of AERO-203: Team and Leadership Fundamentals I Laboratory to state: “Dynamic and integrated grouping of

leadership developmental activities designed to meet the needs and expectations of prospective Department of the Air Force second lieutenants and complement the AFROTC academic program. It is a student planned, organized, and executed practicum conducted under the supervision of the Detachment Commander and Operations Flight Commander.” Current description: “Dynamic and integrated grouping of leadership development activities designed to meet the needs and expectations of prospective Air Force second lieutenants and complement the AFROTC academic program. It is a student placed, organized, and executed practicum conducted under the supervision of the detachment commander and commandant of cadets. Leadership laboratory cadets are classified into one of four groups with respect to field training attendance and/or commissioning.”

m) **Business & Technology/AERO/MILS**

Change of Course Title: AERO-202: The Evolution of USAF Air and Space Power II. Change the title of AERO-202: The Evolution of USAF Air and Space Power II *from* AERO-202: The Evolution of USAF Air and Space Power II *to* AERO-202: Team and Leadership Fundamentals II.

n) **Business & Technology/AERO/MILS**

Change of Course Description: AERO-202: Team and Leadership Fundamentals II. Change the description of AERO-202: Team and Leadership Fundamentals II to state: “Provides a fundamental understanding of both leadership and team building. The lessons and course flow are designed to prepare students for field training and leadership positions in the detachment. Leadership Laboratory is mandatory for AFROTC cadets and complements this course by providing cadets with Leadership experiences.” Current description: “The course examines general aspects of air and space power through a historical perspective, from World War II to the modern-day conflicts. Historical examples are used to show the development of present-day Air Force capabilities and mission. Also covered are doctrine, principles of war, and tenets of air and space power.”

o) **Business & Technology/AERO/MILS**

Change of Course Title: AERO-204: The Evolution of USAF Air & Space Power II Leadership Laboratory. Change the title of AERO-204: The Evolution of USAF Air & Space Power II Leadership Laboratory *from* AERO-204: The Evolution of USAF Air & Space Power II Leadership Laboratory *to* AERO-204: Team and Leadership Fundamentals II Laboratory.

p) **Business & Technology/AERO/MILS**

Change of Course Description: AERO-204: Team and Leadership Fundamentals II Laboratory. Change the description of AERO-204: Team and Leadership Fundamentals II Laboratory to state: “Dynamic and integrated grouping of leadership developmental activities designed to meet the needs and

expectations of prospective Department of the Air Force second lieutenants and complement the AFROTC academic program. It is a student planned, organized, and executed practicum conducted under the supervision of the Detachment Commander and Operations Flight Commander.” Current description: “Dynamic and integrated grouping of leadership development activities designed to meet the needs and expectations of prospective Air Force second lieutenants and complement the AFROTC academic program. It is a student placed, organized, and executed practicum conducted under the supervision of the detachment commander and commandant of cadets. Leadership laboratory cadets are classified into one of four groups with respect to field training attendance and/or commissioning. Initial Military Training (IMT) cadets are part of the General Military Course (GMC) but are not scheduled to attend field training.”

- q) **Allied Health/PHAR**
Course Termination: PHAR-103: Drug Classifications.

- r) **Allied Health/PHAR**
Course Termination: PHAR-108: Pharmacy Ethics and Communication

- s) **Allied Health/PHAR**
Course Termination: PHAR-114: Pharmacology for the Pharmacy Technician II.

- t) **Allied Health/PHAR**
Course Termination: PHAR-110: Sterile Products.

- u) **Allied Health/PHAR**
Course Termination: PHAR-112: Sterile Products Laboratory.

- v) **Business & Technology/ACCT**
Master Syllabus Revision: ACCT-222: Computerized Accounting Using Quickbooks. [LCCN: CACC 2413].

- w) **Science & Mathematics/SCIE**
Change of Course Description: SCIE-161: Introduction to Geographic Information Systems (GIS). As a result of acceptance for placement on the Statewide Master Transfer/Articulation Matrix and Louisiana Common Course Catalog, change the description of SCIE-161: Introduction to Geographic Information Systems (GIS) to state: “Surveys basic themes, geographic information systems as well as introducing the student to the importance of location, map use, and spatial analysis. Strong computer skills are recommended to efficiently manipulate the required data reports and hands-on weekly assignments. Students will also learn about relational databases, how to collect geographic data, and how to input that data into a GIS software program for output. [LCCN: CGRG 2313].” Current Description: “Concepts, capabilities, and applications of geographic information

systems (GIS). Topics include theories and technical aspects of GIS-based mapping, coordinate systems, data collection and analysis. Hands-on training in map design, processing and editing spatial datasets, geodatabase management, and metadata preparation.”

x) **Science & Mathematics/MATH**

Change of Course Description: MATH-223: Calculus III. As a result of acceptance for placement on the Statewide Master Transfer/Articulation Matrix and Louisiana Common Course Catalog, change the description of MATH-223: Calculus III to state: “Study of Taylor’s theorem; series, applications, differentiation and integration of functions of several variables. It is an introduction to ordinary differential equations.” Current Description: “Topics covered include improper integrals, L’Hopital’s Rule, infinite series, analytic geometry, polar coordinates and parametric equations, three-dimensional space, vectors, and vector-valued functions.” Note: at Delgado, the course is five (5) credit hours, but is three (3) credit hours on the Matrix.

VIII. Old Business

IX. Next Meeting March 26, 2022

X. Adjournment