



**CURRICULUM COMMITTEE MEETING**

*Friday, February 3, 2012 - 2:00 p.m.*

*Bayou St. John City Park Campus – (Building 23, Second Floor)*

**MINUTES**

**I. Call to Order**

The meeting was called to order at 2:06pm, by Lester Adelsberg, Chair.

**II. Roll Call**

Present	Lester Adelsberg	Linda Donahue
Were:	Sal Anselmo	Lilian Gamble
	Malene Arnaud-Davis	Ray Gisclair
	Mary Bartholomew	Thomas Gruber
	Jennifer Bennett	Larisia Jones
	Douglass Brewster	Leroy Kendrick
	Ashley Chitwood	Cheryl Myers
	Maria Cisneros	Sallye Raymond
	Janet Colletti	Vance Roux
	Lesha Coulon	Dolores Smith
	Sara DeLozier	Tim Stamm
Attending to	Arnel Cosey	Patrice Moore
Other Business:	Alaina Hebert	Jerrie Protti
	Joan Hodge	Warren Punekey
	Melissa LaCour	Kenneth Ripberger
	Anne LaVance	Kim Rugon
	Larissa Littleton-Steib	Deborah Skevington
	Claudia Martinez	Dianne Thames
Guests:	William Carlisle	Andrea Hoffmann
	Patrick Conroy	Eva Hurst
	Colleen Curran	Shannon Skena
	John Guess	

**III. Minutes of meeting of November 18, 2011**

The minutes of the meeting of November 18, 2011 were reviewed, and accepted as written by Mary Bartholomew & Tom Gruber

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

## V. General Education / Articulation Initiatives – Tim Stamm

- a) Articulation Agreement: Delgado Community College and William Carey University, A.S. in Nursing to B.S. in Nursing

## VI. Common Course Names/Numbers:

- a) Louisiana ACT 356 (2009); subsection 3164:

*“...the Board of Regents shall develop, coordinate, and maintain a statewide course numbering system for postsecondary .... Education in all public ... postsecondary institutions as a means to facilitate program planning and transfer of students and course credits between and among ... postsecondary educational institutions.”*

- b) Mathematics – Core Competencies/Descriptions – November 21, 2011
- c) English – Core Competencies/Descriptions – January 13, 2012
- d) Biological Sciences – Core Competencies/Descriptions – February, 2012

## VII. LCTCS Banner Migration/Implementation

## VIII. New Business

- a) *The agenda was reordered and items were combined for discussion. Original Placement Items V. a. to V. b.*  
**Allied Health/HESC**  
**Concept Proposal of a New Program:** Acupuncture Detoxification Specialist. Creation of a four (4) credit hour Technical Competency Area (TCA) in Acupuncture Detoxification Specialist. The TCA will prepare individuals to work as licensed Auricular Acupuncture Specialists, providing therapeutic treatments for a variety of behavioral health conditions. The proposed Technical Competency Area will provide students with the knowledge and skills required to work in this specialized alternative health care profession. Program content will include classroom lecture/discussion, as well as a didactic component, affording students the opportunities to practice skills and treatment modalities. Successful completion of proposed Technical Competency Area in Acupuncture Detoxification Specialist will allow students to seek registry with the National Acupuncture Detoxification Association (NADA), and subsequently to be eligible to apply for certification as an Acupuncture Detoxification Specialist from the Louisiana State Board of Medical Examiners.  
**Allied Health/HESC**  
**New Course:** HESC-135: Acupuncture Detoxification Specialist (3-3-4/90). Creation of a new course, HESC-135: Acupuncture Detoxification Specialist. Course Description: “Principles of Oriental and Western medicine as used in addictions and behavioral health models to include

persons in recovery from addictions, trauma, withdrawal, craving, stress syndromes, relapse prevention, rehabilitation and recovery maintenance and a variety of behavioral health disorders.” Motion to accept proposals [**Motion: Mary Bartholomew; Second: Larisia Jones; Carried, Unanimously.**]

- b) *The agenda was reordered. Original Placement Item V.c.*  
**Allied Health/NUMT**  
**Program Revision:** Post-Associate Certificate in Nuclear Medicine Technology. Revise the Post Associate Certificate in Nuclear Medicine Technology as follows: Add: Prerequisites to program entry: MATH-128: Explorations in College Algebra; Delete: MATH-118: Algebra for College Students. Total program hours remain the same. Motion to accept proposal [**Motion: Mary Bartholomew; Second: Leroy Kendrick; Carried, Unanimously.**]
- c) *The agenda was reordered and items were combined for discussion. Original Placement Items V. d. to V. e.*  
**Allied Health/MLTS**  
**New Course:** MLTS-285: Advanced Practicum (0-40-6/600). Creation of a new course, MLTS-285: Advanced Practicum. The goal of the course is to allow student to perform basic entry level laboratory procedures in a hospital laboratory under the supervision of a certified medical technologist. Course description: “Clinical experience in the hospital laboratory setting. Hematology, coagulation, urinalysis, clinical chemistry, microbiology, immunohematology/blood bank, and serology/immunology will be covered.”  
**Allied Health/MLTS**  
**Program Revision:** Associate of Applied Science in Medical Laboratory Technician. Revise the Associate of Applied Science in Medical Laboratory Technology: Delete: MLTS-250: Practicum II; MLTS-280: Practicum III; and MLTS-282: Practicum IV from Required Courses in Major. Add: MLTS-285: Advanced Practicum to Required Courses in Major. Total Program hours decrease *from 69 to 60*. Motion to accept proposals [**Motion: Mary Bartholomew; Second: Larisia Jones; Carried, Unanimously.**]
- d) *The agenda was reordered. Original Placement Item V. f.*  
**Business & Technology/BUSG**  
**New Course:** BUSG-094: Fundamentals of Business/Personal Finance (3-0-3/45). Creation of a new course, BUSG-094: Fundamentals of Business/Personal Finance. Course Description: “Basic college and curriculum/degree requirements and degree completion planning. Orientation and survey of basic business concepts and person finance. May not be used for credit toward certificate or degree.” Motion to accept proposal [**Motion: Mary Bartholomew; Second: Ashley Chitwood; Carried, Unanimously.**]

- e) *The agenda was reordered. Original Placement Item V. g.*  
**Business & Technology/HOST**  
**Change of Course Prerequisite Requirements:** HOST-221: Hospitality Marketing. Add: CULA-101: Introduction to Culinary Arts as an “OR” prerequisite to HOST-221: Hospitality Marketing. Note: HOST-101: Introduction to Hospitality and MARK-201: Principles of Marketing remain as prerequisite options. Motion to accept proposal [**Motion: Tom Gruber; Second: Ray Gisclair; Carried, Unanimously.**]
- f) *The agenda was reordered. Original Placement Item V. h.*  
**Business & Technology/CULA**  
**Change of Course Prerequisite Requirements:** CULA-105: Theory of Meat, Poultry, and Seafood. Delete: CULA-102: Basic Culinary Skills as a prerequisite to CULA-105: Theory of Meat, Poultry, and Seafood. Note: CULA-101: Introduction to Culinary Arts and CULA-103: Food Safety and Sanitation remain as prerequisites to the course. Motion to accept proposal [**Motion: Ashley Chitwood; Second: Tom Gruber; Carried, Unanimously.**]
- g) *The agenda was reordered. Original Placement Item V. i.*  
**Business & Technology/CULA**  
**Change of Course Prerequisite Requirements:** CULA-102: Basic Culinary Skills. Add: CULA-103: Food Safety and Sanitation as a prerequisite to CULA-102: Basic Culinary Skills. Motion to accept proposal [**Motion: Ashley Chitwood; Second: Sal Anselmo; Carried Unanimously.**]

#### **IX. Old Business – Academic Honesty Statement**

Three (3) versions of an Academic Honesty Statement for possible inclusion on all Delgado Community College Master Syllabi were presented for review. The information is a result of work conducted by a sub-committee, created for the purpose of developing a statement on Academic Honesty for inclusion on Master Syllabi. Motion to review proposals, and recommend a course of action [**Motion: Mary Bartholomew; Second: Ray Gisclair; Carried, Unanimously**]

#### **ACADEMIC HONEST STATEMENT *Version 1***

Delgado Community College requires that students adhere to the highest standards of academic integrity. Students are entrusted to be honest in every phase of their academic life and to present as their own work only that which is genuinely theirs. Cheating, plagiarism, violation of test conditions, complicity in dishonest behavior, or other falsification of academic work is a serious breach of College standards.

Plagiarism is defined as any attempt to represent the work of another as one's own original work. More specifically, plagiarism is the direct appropriation of the language, thoughts, or ideas of another--either literally or in paraphrase--without appropriate notation on the source and in such fashion as to imply that the work is one's own original work. Depending upon the nature of the case, a student guilty of academic dishonesty may receive penalties ranging from a grade of "F" for the work submitted to expulsion from the College. Such penalties may be of both an academic and disciplinary nature. Please see the College Catalog for additional information. **[ACTION: Adopted; Unanimously]**

**ACADEMIC HONEST STATEMENT *Version 2***

When cheating is discovered, the faculty member may give the student an F on the work involved or in the course. In addition to being a violation of academic honesty, cheating violates College Academic Policies and Procedures, as well as the Student Judicial Code; it may be grounds for probation, suspension, and/or expulsion. See the College Catalog for more information. **[ACTION: Rejected; Unanimously]**

**ACADEMIC HONEST STATEMENT *Version 3***

Delgado Community College expects all students to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain complete honesty and integrity in the academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action. Please see the College Catalog for additional information. **[ACTION: Rejected; Unanimously]**

**X. Next Meeting**      March 3, 2012 (Scheduled Meeting)

**XI. Adjournment**      The meeting was adjourned at 3:15 p.m.