

Delgado
COMMUNITY COLLEGE
CURRICULUM COMMITTEE MEETING

Friday, November 14, 2025, 1:00 p.m.

City Park Campus, Lac Maurepas, Student Life Center (Building #23, Second Floor)

Minutes

I. Call to Order The meeting was called to order at 1:05 pm by Dr. Rosaria Guastella, Chair.

II. Roll Call

Present were:	John Arbour Malene Arnaud-Davis Jennifer Bennett Jesse Boyd Peter Cho Caitlin Cooper Lesha Coulon Theresa Degrug Ty Delger Elizabeth Duett	Raymond Duplessis Leslie Falkins Alcindo Frye Lilian Gamble Harold Gaspard Shawn Loht Alexander McMillen Michael Santos Cristina Alvarado-Suarez
Attending to Other Business:	Angela Camaille Maria Cisneros Emily Cosper Jennifer Fernandez Janet Gauthier-Stephens Michelle Greco Sarah Inman Nichole Labat	Raymond Langlois Erica Preatto Vance Roux Traci Smothers Tim Stamm Sara Strickland Theodore Walley Arlanda Williams
Guests:	Rebecca Mercer Thomas McQuaid	Beth Nolan

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

IV. Minutes of meeting of October 10, 2025

The minutes of the meeting of October 10, 2025 were reviewed and approved as presented. **[Motion: Harold Gaspard; Second, Theresa Degrug; Carried, Unanimously]**

V. Curriculum Operations Report—Rosaria Guastella

Dr. Stamm has approved all recommendations from the October meeting and are being updated where necessary.

VI. New Business

a) School of Health Sciences—Allied Health/RADT

New Course: RADT 272: Computed Tomography Imaging Practicum II

Course Goal: This practicum course is designed to have the student assigned to a rotation clinical schedule within the CT department to fulfill the course objectives, competency evaluation, performance evaluation, and to receive instruction from the staff and clinical instructors.

Course Description: Advanced clinical experience in all phases of Computed Tomography procedures including image critique and post processing procedures for all studies submitted for interpretation. Motion to accept item [**Motion: Peter Cho; Second: Cristina Alvarado-Suarez; Carried, unanimously**].

b) School of Liberal Arts, Social Sciences, and Education/General Education/ASLS

General Education Revision: Delete ASLS 101 American Sign Language I from Humanities course list. Motion to accept item [**Motion: Cristina Alvarado-Suarez; Second: Elizabeth Duett; Carried, with one objection and one abstention**].

c) The Agenda was reordered and items were combined for discussion. Original Placement Item VI. c to VI.d.

School of Liberal Arts, Social Sciences, and Education/FREN

Course Revision: FREN 101: Elementary French I

Delete: Prerequisite: Completion of Developmental Composition requirement or appropriate ACT/Placement Test scores prior to enrolling in FREN 101. Note(s): It is recommended that students complete all developmental reading course requirements before enrolling in a foreign language class.

School of Liberal Arts, Social Sciences, and Education/SPAN

Course Revision: SPAN 101: Elementary Spanish I

Delete: Prerequisite: Completion of Developmental Composition requirement or appropriate ACT/Placement Test scores prior to enrolling in SPAN 101. Note(s): It is recommended that students complete all developmental reading course requirements before enrolling in a foreign language class.

Motion to accept items [**Motion: Jennifer Bennett; Second: Elizabeth Duett; Carried, unanimously**].

d) The Agenda was reordered. Original Placement Item VI.e.

School of Business/ACCT

Course Revision: ACCT 240: Excel for Accounting

New Description: ~~Students learn to use Excel to do accounting and analyze information: In the first half of the course~~ Students will receive an in-depth introduction to Excel formulas, functions, tables, charts, and data analysis tools. In the second half of the course, students will review accounting principles and apply these

Excel skills to create accounting reports. This will empower students to more efficiently produce and better illustrate accounting information.

Current Description: Accounting principles coverage and detailed instructions for Microsoft Excel. Application of Excel skills when solving accounting problems. Topics include recording journal entries, using cell references in formulas, applying data bars to worksheets, creating PivotTables, creating depreciation schedule, using the VLOOKUP and HLOOKUP functions, performing vertical and horizontal analyses, performing a cost-volume-profit (CVP) analysis, using Goal Seek.

Revise Master Syllabus accordingly

Motion to accept item **[Motion: Harold Gaspard; Second: Elizabeth Duett; Carried, unanimously (as amended to remove first sentence)].**

e) *The Agenda was reordered. Original Placement Item VI.f.*

School of Business/Business and Management

Concept Proposal of New Instructional Program: Certificate of Technical Studies (CTS): Social Media Specialist

Program Description: This certificate aims to prepare students for a career in Social Media and Digital Marketing. It provides students with the business basics sufficient to use the certificate for a personal small business or work for a larger corporation. It covers not only ad design but also placement of social media marketing content across differing platforms. It also provides the student with the requisite skills to assess impact of a social media marketing campaign and knowledge of how to redesign based on such assessment.

Students may acquire the following IBCs: Google AI Essentials (MARK 201: Principles of Marketing); Google Digital Marketing (MARK 217: How to Promote a Business); CIW E-Commerce Services Specialist (MARK 218: Retailing and E-Commerce)

Student Learning Outcomes:

- Perform management functions.
- Perform the functions in the marketing mix.
- Use basic business software.
- Apply the concepts learned in the program in real world situations and professional environments

Motion to accept item **[Motion: Peter Cho; Second: John Arbour; Carried, unanimously].**

f) *The Agenda was reordered. Original Placement Item VI.g.*

School of Business/Business and Management

Concept Proposal of New Instructional Program: Career and Technical Certificate (CTC): Social Media Public Relations Influencer

Program Description: Careers in social media influencing are some of the fastest growing in Marketing. In this CTC, students will learn the foundations of marketing in general and from the foundations learn the skills necessary to be a Social Media Public Relations Influencer. This CTC provides students with not only the general knowledge of Social Media platforms, but also the skills on designing, placing, and analyzing impact on such platforms.

Student Learning Outcomes:

- Design and use social media to influence customers.
- Apply the concepts learned to real-world situations.

Motion to accept item **[Motion: Jennifer Bennett; Second: Elizabeth Duett; Carried, unanimously].**

g) *The Agenda was reordered. Original Placement Item VI.h.*

School of Business/Business and Management

Concept Proposal of New Instructional Program: Career and Technical Certificate (CTC): Sports Officials and Agents

Program Description: This certificate provides students with the specialized knowledge and practical skills needed to enter the competitive world of sports agency and athlete representation. As the sports industry continues to grow into a multi-billion-dollar global market, there is a rising demand for qualified professionals who understand contract negotiation, athlete marketing, league regulations, and legal compliance. This certificate program equips students with real-world expertise and credibility, enhancing their career readiness and giving them a competitive edge in securing internships, agency roles, or starting their own sports representation businesses.

Student Learning Outcomes:

- Manage marketing for sports.
- Understand how to represent sports clients and the basic legal concepts of contract, agency and negotiation.
- Apply the concepts learned to real-world situations and professional environments.

Motion to accept item **[Motion: Harold Gaspard; Second: Jennifer Bennett; Carried, unanimously].**

h) *The Agenda was reordered. Original Placement Item VI.i.*

School of Construction Arts and Technical Studies/MOVH

Program Revision: Motor Vehicle Technology: Certificate of Technical Studies (CTS)
General Automotive Concentration: Replace “Choose any four of the following” with
“Choose any three of the following.”

Area of concentration hours change from 13-20 to 13-16.

Program hours change from 25-32 to 25-28.

Motion to accept item [**Motion: Harold Gaspard; Second: Lesha Coulon; Carried, unanimously**].

VII. Consent Agenda

a) **Terminate** the following MUSC Courses:

MUSC 101: Recital Hour I
MUSC 102: Recital Hour II
MUSC 103: Fundamentals of Music Theory I
MUSC 104: Fundamentals of Music Theory II
MUSC 106: Jazz Improvisation I
MUSC 107: Jazz Improvisation II
MUSC 111: Musicianship I
MUSC 112: Musicianship II
MUSC 149: Gospel Choir I
MUSC 150: Gospel Choir II
MUSC 151: Chamber Choir I
MUSC 152: Chamber Choir II
MUSC 153: Wind Ensemble I
MUSC 154: Wind Ensemble II
MUSC 203: Jazz Harmony and Theory I
MUSC 204: Jazz Harmony and Theory II
MUSC 206: Jazz Improvisation III
MUSC 207: Jazz Improvisation IV
MUSC 209: Music Theory III
MUSC 210: Music Theory IV
MUSC 214: Introduction to Music Literature II
MUSC 243: Concert Band III
MUSC 244: Concert Band IV
MUSC 249: Gospel Choir III
MUSC 250: Gospel Choir IV
MUSC 251: Chamber Choir III
MUSC 252: Chamber Choir IV
MUSC 253: Wind Ensemble III
MUSC 254: Wind Ensemble IV

Motion to accept items [**Motion: Michael Santos; Second: Jennifer Bennett; Carried, unanimously**].

VIII. Old Business

IX. Next Meeting **January 23, 2026**

X. Adjournment The meeting was adjourned at 1:32 p.m.