



CURRICULUM COMMITTEE MEETING

Friday, January 23, 2026, 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 1:07 pm by Dr. Rosaria Guastella, Chair.

II. Roll Call

Present Were:	Malene Arnaud-Davis	Alcindo Frye
	Jesse Boyd	Lilian Gamble
	Maria Cisneros	Harold Gaspard
	Caitlin Cooper	Michelle Greco
	Lesha Coulon	Shawn Loht
	Theresa DeGruy	Michael Santos
	Ty Delger	Sara Strickland
	Elizabeth Duett	Cristina Alvarado-Suarez
	Raymond Duplessis	

Attending to	John Arbour	Raymond Langlois
Other Business:	Jennifer Bennett	Alexander McMillen
	Angela Camaille	Erica Preatto
	Peter Cho	Vance Roux
	Leslie Falkins	Traci Smothers
	Jennifer Fernandez	Tim Stamm
	Janet Gauthier-Stephens	Theodore Walley
	Sarah Inman	Arlanda Williams
	Nichole Labat	

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

IV. Minutes of meeting of November 14, 2025

The minutes of the meeting of November 14, 2025 were reviewed and approved as presented. **[Motion: Harold Gaspard; Second, Raymond Duplessis; Carried, Unanimously]**

V. Curriculum Operations Report—Rosaria Guastella

All recommendations from the November 2025 meeting have been approved and processed.

VI. New Business

a) **Research and Planning Report for Review and Discussion**

[LCTCS Policy 1.047](#)

[2024-25 Program Health Index](#)

b) **School of Business/Legal Assistant**

Program Revision: Certificate of Technical Studies (CTS): Legal Assistant

Delete: CMST: 130: Fundamentals of Communication from Required Courses in Major

Add: BUSG 240: Business Communications to Required Courses in Major

Program hours remain the same. Motion to accept item [**Motion: Raymond Duplessis; Second: Theresa DeGruy; Carried, unanimously**].

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

School of Business/RLST

New Course: RLST 267: Careers and Practice in Real Estate 3/0/3

Course Description: Step into the fast-paced world of real estate. This course introduces students to ~~diverse various~~ career paths across industry from residential and commercial sales to property management, appraisal, and development. Students will explore the full sales process, strengthen their negotiation skills, and apply real-world concepts in a hands-on capstone project. By the end of the course, students will be equipped with practical tools and professional insight to launch their real estate careers with confidence.

Course Goal: This course provides students with a strong foundation in real estate principles, professional practices, and career pathways. Students will develop the knowledge and skills needed to confidently begin a successful career in the real estate industry.

School of Business/RLST

Program Revision: Certificate of Technical Studies (CTS): Real Estate Professional

Delete: "Choose three of the following four courses" heading

Delete: RLST 180: Property Management

Delete: RLST 263: Principles of Residential Real Estate Appraisal

Add: RLST 267: Careers and Practice in Real Estate

Program hours remain the same. Motion to accept items [**Motion: Raymond Duplessis; Second: Lesha Coulon; Carried, unanimously as amended**].

- d) *The Agenda was reordered. Original Placement Item VI.e.*
School of Science, Technology, Engineering, and Mathematics/CNCY
Program Revision: Associate of Applied Science (AAS): Computer Networking and Cyber Security
- Delete:** CITS 100 Introduction to Computer Applications 3 OR from Required Courses in Major (CITS 101: Computer and Internet Literacy will be the only option.)
- Program hours remain the same. Motion to accept item [**Motion: Theresa DeGruy; Second: Elizabeth Duett; Carried, unanimously**].
- e) *The Agenda was reordered. Original Placement Item VI.f.*
School of Health Sciences—Allied Health/OCTA
Program Revision: Associate of Applied Science (AAS): Occupational Therapy Assistant
Revise program accreditation information to the following: Accreditation Council of Occupational Therapy Education (ACOTE), 7501 Wisconsin Ave., Suite 510E, Bethesda, Maryland 20814; (301) 652-6611; www.acoteonline.org. Motion to accept item [**Motion: Raymond Duplessis; Second: Leshia Coulon; Carried, unanimously**].
- f) *The Agenda was reordered. Original Placement Item VI.g.*
School of Health Sciences—Allied Health/PHAR
Program Revision: Career and Technical Certificate (CTC): Pharmacy Technician: Entry Level Pharmacy Technician
Terminate: Career and Technical Certificate (CTC): Pharmacy Technician: Entry Level Pharmacy Technician. Motion to accept item [**Motion: Raymond Duplessis; Second: Elizabeth Duett; Carried, unanimously**].
- g) *The Agenda was reordered and items were combined for discussion. Original Placement Item VI. h to VI.k.*
School of Health Sciences—Allied Health/PHAR
Program Revision: Certificate of Technical Studies (CTS): Pharmacy Technician: Advanced Level Pharmacy Technician:
Change of program name to: Certificate of Technical Studies (CTS): Pharmacy Technician
- School of Health Sciences—Allied Health/PHAR**
Program Revision: Certificate of Technical Studies (CTS): Pharmacy Technician: Advanced Level Pharmacy Technician
Revise Catalog Program Description (see attachment)

School of Health Sciences—Allied Health/PHAR

Program Revision: Certificate of Technical Studies (CTS): Pharmacy Technician:
Advanced Level Pharmacy Technician

Revise Student Learning Outcomes (see attachment)

School of Health Sciences—Allied Health/PHAR

Program Revision: Certificate of Technical Studies (CTS): Pharmacy Technician:
Advanced Level Pharmacy Technician:

Add the following prerequisite courses to program entry:

HESC 111: Medical Terminology 3

HESC 116: Dosage Calculations 3

Motion to accept items [**Motion: Raymond Duplessis; Second: Lesha Coulon; Carried, unanimously**].

- h) *The Agenda was reordered and items were combined for discussion. Original Placement Item VI. l to VI.m.*

School of Health Sciences—Allied Health/PHAR

Program Revision: Certificate of Technical Studies (CTS): Pharmacy Technician:
Advanced Level Pharmacy Technician:

Add: PHAR 110: Sterile Products to Required Courses in Major

School of Health Sciences—Allied Health/PHAR

Program Revision: Certificate of Technical Studies (CTS): Pharmacy Technician:
Advanced Level Pharmacy Technician:

Add: PHAR 112: Sterile Products Laboratory to Required Courses in Major

School of Health Sciences—Allied Health/PHAR

Program Revision: Certificate of Technical Studies (CTS): Pharmacy Technician:
Advanced Level Pharmacy Technician:

Delete: PHAR 117: Pharmacy Math II from Required Courses in Major

Motion to accept items [**Motion: Sara Strickland; Second: Lilian Gamble; Carried, unanimously**].

- i) *The Agenda was reordered and items were combined for discussion. Original Placement Item VI. o to VI.p.*

School of Health Sciences—Allied Health/PHAR

New Course: PHAR 124: Non-Sterile Compounding 1/2/2

Course Description: Foundational knowledge and skills for a pharmacy technician preparing non-sterile compounds.

Course Goal: The goal of this course is to provide the student with knowledge and skills needed to prepare non-sterile compounds.

School of Health Sciences—Allied Health/PHAR

Program Revision: Certificate of Technical Studies (CTS): Pharmacy Technician:
Advanced Level Pharmacy Technician:

Add: PHAR 124: Non-Sterile Compounding to Required Courses in Major

Program hours change from 27 to 33 (including changes above and below)

Motion to accept items [**Motion: Cristina Alvarado-Suarez; Second: Raymond Duplessis; Carried, unanimously**].

- j) *The Agenda was reordered. Original Placement Item VI.q.*

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 101: Introduction to Pharmacy: Change of course hours from 2/2/3 to 3/0/3 Motion to accept item [**Motion: Raymond Duplessis; Second: Michael Santos; Carried, unanimously**].

- k) *The Agenda was reordered and items were combined for discussion. Original Placement Item VI. r to VI.s.*

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 102: Pharmacy Practice: Change of course name to Community Pharmacy Practice

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 102: Pharmacy Practice: Change of course description:

New Description: Community Pharmacy Operations. This course introduces students to the operations, roles, and responsibilities of pharmacy technicians in the community (retail) pharmacy setting.

Current Description: Equips individuals with knowledge and practical skills in pharmacy practice.

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

- l) *The Agenda was reordered and items were combined for discussion. Original Placement Item VI. t to VI.v.*

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 106: Pharmacy Practice Laboratory: Change of course name to Community Pharmacy Practice Laboratory

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 106: Pharmacy Practice Laboratory: Change of course hours from 0/4/1 to 0/2/1

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 106: Pharmacy Practice Laboratory: Change of course description:

Description New: Simulated Community (retail) Pharmacy Practice. Designed to complement and reinforce content introduced in PHAR 102: Community Pharmacy Practice. Gives students hands-on experience to develop and equip them with the knowledge and practical skills in Community pharmacy practice.

Current Description: Simulated pharmacy practice. Designed to complement and reinforce content introduced in PHAR 102: Pharmacy Practice. Provides students with hands-on experience to develop and equip them with the knowledge and practical skills in pharmacy practice. Emphasis will be placed on the skills required of an entry-level pharmacy technician.

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

- m) *The Agenda was reordered and items were combined for discussion. Original Placement Item VI. w to VI.y.*

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 104: Pharmacology for the Pharmacy Technician: Change of course name to Pharmacology for the Pharmacy Technician I

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 104: Pharmacology for the Pharmacy Technician: Change of course hours from 2/0/2 to 3/0/3

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 104: Pharmacology for the Pharmacy Technician: Change of course description:

New Description: Pharmacology Part I: Principles of pharmacology. This course provides an overview of anatomy and physiology and drugs used in treating conditions of the body systems.

Current Description: Drugs used in treating multisystem conditions and disorders. Motion to accept items [**Motion: Raymond Duplessis; Second: Cristina Alvarado-Suarez; Carried, unanimously**].

- n) *The Agenda was reordered and items were combined for discussion. Original Placement Item VI. z to VI.cc.*

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 109: Body Systems, Diseases, and Drugs: Change of course name to Pharmacology for the Pharmacy Technician II

School of Health Sciences: Allied Health/PHAR

Course Revision: PHAR 109: Body Systems, Diseases, and Drugs: Change of course hours from 4/0/4 to 3/0/3.

School of Health Sciences: Allied Health/PHAR

Course Revision: PHAR 109: Body Systems, Diseases, and Drugs: Change course description:

New Description: Pharmacology Part 2: Continuation of principles in pharmacology. This course examines drugs used in treating specific and multisystem conditions.

Current Description: 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.

School of Health Sciences: Allied Health/PHAR

Course Revision: PHAR 109: Body Systems, Diseases, and Drugs: Change of prerequisite: Add PHAR 104: Pharmacology for the Pharmacy Technician I (new name) Motion to accept items [**Motion: Cristina Alvarado-Suarez; Second: Elizabeth Duett; Carried, unanimously**].

- o) *The Agenda was reordered and items were combined for discussion. Original Placement Item VI. dd to VI. ff.*

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 110: Sterile Products: Change of course name to: Sterile Compounding

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 110: Sterile Products: Change of course hours from 2/0/2 to 3/0/3

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 110: Sterile Products: Change of course description:

New Description: Sterile Compounding and Aseptic Technique. This course provides theory and foundational knowledge for preparing compounded sterile preparations are introduced.

Current Description: Provides an introduction to aseptic techniques and admixture preparation.

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

- p) *The Agenda was reordered and items were combined for discussion. Original Placement Item VI. gg to VI. hh.*

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 112: Sterile Products Laboratory: Change of course name to: Sterile Compounding Laboratory

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 112: Sterile Products Laboratory: Change of course description:

New Description: Simulated Sterile Compounding and Aseptic Technique. This course provides hands-on training for aseptic techniques and admixture preparation.

Current Description: Simulated sterile product preparation. Provides hands-on training for aseptic techniques and admixture procedures.

Motion to accept items [**Motion: Raymond Duplessis; Second: Cristina Alvarado-Suarez; Carried, unanimously**].

- q) *The Agenda was reordered and items were combined for discussion. Original Placement Item VI. ii to VI.jj.*

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 116: Pharmacy Math I: Change of course name to: Pharmacy Math

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 116: Pharmacy Math I: Change of course description:

New Description: Pharmacy Math. Calculations specific to the operations of pharmacy are introduced.

Current Description: An introduction to basic math skills necessary for dosage calculations. Topics include pharmacy business math: turnover, par levels, profit and loss, discounts, handling money, overhead, and extemporaneous computations and costing.

Motion to accept items [**Motion: Raymond Duplessis; Second: Cristina Alvarado-Suarez; Carried, unanimously**].

- r) *The Agenda was reordered and items were combined for discussion. Original Placement Item VI. kk to VI.mm.*

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 122: Advanced Pharmacy Practice: Change of course name to: Institutional Pharmacy Practice

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 122: Advanced Pharmacy Practice: Change of course hours from 4/0/4 to 2/0/2.

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 122: Advanced Pharmacy Practice: Change of course description:

New Description: Institutional (Hospital) Pharmacy Practice: This course is designed to develop and equip pharmacy technician students with knowledge and practical skills required in an institutional (Hospital) setting.

Current Description: Equips individuals with knowledge and practical skills for an Advanced-Level Pharmacy Technician.

Motion to accept items [**Motion: Raymond Duplessis; Second: Cristina Alvarado-Suarez; Carried, unanimously**].

- s) *The Agenda was reordered and items were combined for discussion. Original Placement Item VI. nn to VI.pp.*

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 123: Advanced Pharmacy Practice Laboratory: Change of course name to: Institutional Pharmacy Practice Laboratory

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 123: Advanced Pharmacy Practice Laboratory: Change of course hours from 0/4/1 to 0/2/1

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 123: Advanced Pharmacy Practice Laboratory: Change of course description:

New Description: Simulation of techniques and skills required for working in an Institutional (Hospital) Pharmacy.

Current Description: Simulation of techniques and skills required of an advanced-level pharmacy technician

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

- t) *The Agenda was reordered and items were combined for discussion. Original Placement Item VI. qq to VI.rr.*

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 151: Clinical Practice I: Change of course hours from 0/11/2 to 0/5/1.

School of Health-Sciences—Allied Health/PHAR

Course Revision: PHAR 151: Clinical Practice I: Change of course description:

New Description: Experiential training in a Community (Retail) Dispensing Pharmacy under the supervision of a registered pharmacist. Emphasis is placed on effective communication, understanding pharmacy operations, and dispensing medications.

Current Description: Experiential entry-level training in an institutional, community, home care, long-term care, or specialty pharmacy setting under the supervision of a registered pharmacist. Emphasis is placed on effective communication, understanding pharmacy operations, and dispensing of medications.

Motion to accept items [**Motion: Raymond Duplessis; Second: Cristina Alvarado-Suarez; Carried, unanimously**].

- u) *The Agenda was reordered and items were combined for discussion. Original Placement Item VI. ss to VI.tt.*

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 152: Pharmacy Clinical Practice II: Change of course hours from 0/8/2 to 0/5/1

School of Health Sciences—Allied Health/PHAR

Course Revision: PHAR 152: Pharmacy Clinical Practice II: Change of course description:

New Description: Experiential training in a secondary pharmacy setting under the supervision of a registered pharmacist. Emphasis is placed on effective communication, understanding pharmacy operations, and dispensing medications.

Current Description: Experiential advanced-level training in an institutional, home care, long-term care, or specialty setting under the supervision of a registered pharmacist. Emphasis is placed on effective communication, understanding pharmacy operations, and dispensing of medications.

Motion to accept items [**Motion: Cristina Alvarado-Suarez; Second: Raymond Duplessis; Carried, unanimously**].

VII. Consent Agenda

- a) **School of Health Sciences—Allied Health/PHAR**
Revise Master Syllabus: PHAR 101
- b) **School of Health Sciences—Allied Health/PHAR**
Revise Master Syllabus: PHAR 102
- c) **School of Health Sciences—Allied Health/PHAR**
Revise Master Syllabus: PHAR 104
- d) **School of Health Sciences—Allied Health/PHAR**
Revise Master Syllabus: PHAR 106
- e) **School of Health Sciences—Allied Health/PHAR**
Revise Master Syllabus: PHAR 109
- f) **School of Health Sciences—Allied Health/PHAR**
Revise Master Syllabus: PHAR 110
- g) **School of Health Sciences—Allied Health/PHAR**
Revise Master Syllabus: PHAR 112
- h) **School of Health Sciences—Allied Health/PHAR**

