

# SUMMARY REPORT

## Curriculum Committee

Edison State College  
Friday, September 23, 2011, in AA-177 at 1:00

**Members constituting quorum:** Jennifer Grove, Don Ransford, Anne Angstrom, Mary Conwell, Catherine Doheny, Jeannette Fritz, Michael Hayden, Jim Langlas, Melanie Lemaster, Sabine Maetske, Amanda Pollitt, Thomas Rath, Dave Rohrbach, John Salem, Kevin Shriner, William Shuluk, Amy Trogan, and Gayle Wetzel.

The chair's opening remarks welcomed everyone to the new academic year and introduced new members Melanie Lemaster and Cathleen Doheny. Dr. Atkins's update and the action item were postponed to October's meeting due to overriding SACS concerns and materials not being available to members, respectively.

### Action item #1

**Proposal:** The Curriculum Committee's member list, procedural manual, and forms have been revised. A new layer, Dean's Council, has been inserted into the process between Departmental Dean and SAC reviews. Items within the procedures were clarified. "Dropbox" has been implemented to track proposals. Presenters: Jennifer Grove (list and manual) and Monique Ward (Dropbox).

**Explanation:** The manual was updated to clarify procedure, update the submission checklist, add the Dean's Council review, clarify emergency situations in which dean's may by-pass the committee through the VPAA, update the member's list to coordinate a more comprehensive representation of the college's growth, and include the list, checklist, and forms into the manual for reference. The member's list had errors, and the checklist and forms were not uploaded to the document manager.

**Recommendation:** The chair postponed the vote until the October meeting, so all members had all the information to make an informed decision.

### Status:

**Information items:** The following information items were read in their entirety, and a call for questions or comments was made after every item. VPAA documents are in two separate files on the document folder for September and October 2001. Any questions or comments are included after the item.

#### 1. *EDE 4226C – Integrated Language Arts, Social Science & Literature with Practicum.*

Correction of Credit Hours: The credit hours in the original form in 2009 were listed as 3 credits, and the course is actually 4 credits. The course lists 4 credit

hours in Banner, in the State records, and on the syllabus. Students earn 4 credits for this course, which has a practicum component completed in a K-12 classroom setting.

2. *ENC 0025, MAT0028, and REA 0017 - Exit courses in College Prep*

An amendment to Florida Statute 1008.30 concerning exit competencies required changes in the description in the syllabi of the above named courses. The correct language was added to the syllabi templates for the fall semester. *Comment:* Dr DeLuca explained in detail the Statute and its ramifications: each area needs to create its own mastery test. She also added that some courses had the Exit Tests as pre-requisites and the catalogue referred to them. Judi Grasso confirmed that all such wording was removed.

3. *COP 2701-Database Programming – Number changed by State to COP2700*

The State Common Course Number for this course was changed effective fall semester. The course is the same course with equivalent outcomes and assessments. COP 2700 was taught before 2002, but was called "Database Programming Applications", and was not equivalent to the current course "Database Programming", the course was retired in Fall 2002. The old COP 2700 is not equivalent to the new COP 2700. *Comment:* Dr Myers wanted it put on record that while the course number was changed, the content of the 2011 COP 2700 is not the same as the COP 2700 retired in 2002.

4. *MTG 2206-College Geometry - Change to Middle Grades Math Education Program pages*

MTG 2206 was brought to Curriculum Committee in December 2010 and was not designated as General Education course. The Middle Grades Math Education Program pages in the catalog indicated it could be used as meeting the math general education requirement, which it does not. The program pages for Middle Grades Math Education were changed to remove this course as meeting the math general education requirement.

5. *A new deadline has been approved that specifies that catalog program pages with revisions must be submitted to the Dean's Council for review no later than March 1, 2012. Approval by the Curriculum Committee will occur at the March 23 meeting.*

**NEW CATALOG PROGRAM PAGES REQUIREMENT:** For all programs (Baccalaureate, AA, AS, and Certificates), catalog program pages (in the format used in the catalog), with revisions indicated, must be submitted to the Deans' Council for review no later than March 1, 2012. All catalog program pages for publication in the 2012-13 catalog will be placed on the agenda no later than the March 23, 2012, Curriculum Committee Meeting. Program Pages will be finalized by Curriculum Committee no later than March 23, 2012, for the 2012-13

catalog.

6. *Reversal of change in Core Electives of AS Business Administration and Management and the AS Degree in Drafting and Design Technology*

An Addendum Action Item was proposed and passed by the Curriculum Committee in the April 2011 session. This item indicated Core electives in the AS Business Administration and Management and the AS Degree in Drafting and Design Technology. Dr. Atkins placed this item under review because the change would impact compliance with the State Frameworks for these degrees. Further review indicated that the change would adversely affect the compliance with State Frameworks, and Dr. Atkins ordered the reversal of this proposed change.

7. *Reversal of change in Action Item 12-AS Business, from the March 26, 2010 Curriculum committee*

This action item stated this change was for electives hours in the Business Administration and Management program. These are only Business and/or Related Subject Electives and the change requested would adversely *affect* our compliance with the State Frameworks. Dr. Atkins ordered the reversal of this change.

8. *NUR 2523-Mentor Health Concepts across the Life Span .*

In September 2010 a group of nursing courses were presented to the Curriculum Committee as information items. Dr. Atkins approved the removal of the prerequisite of NUR 1511 from this course in July 2011, and Banner was changed accordingly so that students were able to register for the course.

*Comment/Question:* One member explained that the pre-requisite was an unnecessary obstacle in student matriculation. She answered in the affirmative when another member asked if NUR 1511 and NUR 2523 could be taken the same semester.

9. *Change in name of Networking Administrator AS degree program, AS Business Administration and Management, and Certificate in Accounting Applications*

The program Network Administrator should be titled Networking Services Technology. The correct CIP codes are being reported to the state, and the curriculum is correctly aligned with the state frameworks. The catalog and web pages need to be changed.

10. *Nursing co-requisite removal*

Removal of co-requisites NUR 4827 and 4827L from NUR 4636 and NUR 4636L and removal requisites NUR 4636 and 4636L from NUR 4827 and NUR 4827L. This change was an immediate need because students who wanted to delay their

graduation from the BSN degree program due to the credentialing process needed to drop the co-requisite courses before the end of drop-add.

*11. Addition of ACG 2011 as an alternative to ACG 1002 in the Business Administration and Management Degree program:*

This emergency change was necessary because it was discovered ACG 1002 was not being taught and was part of the substitution issue. The faculty in the Accounting discipline are reviewing the State Frameworks now and will be proposing changes to the curriculum for fall 2012. In the interim, Dr. Atkins approved the addition of ACG 2011 as an alternative to the core requirement of ACG 1002 in the AS Accounting Technology Degree.

*12. New Course Proposal for Inaugural QEP course SLS 1515-Cornerstone Experience:*

Dr. Atkins pre-approved this course as part of the QEP that is part of our SACS Compliance Report. The course will be taught for the first time beginning spring semester. Professor Myra Walters supervised the creation of the syllabus with the help of other faculty, and she presented the overall goals and modular contents. *Questions:* Myra answered members questions on implementation, in that, only students registered for two College Prep courses were in the pilot, but within the five-year plan, all incoming freshman would be required to take it. She agreed that this course may supplant the current SLS courses being taught as electives.

*13. Course Inactivations*

The following courses were inactivated at the June 2011 Board of Trustees meeting: AST 2003, AST 2003L, CGS 1560, EMS 1810, GLY 1010, GLY 1010L, GLY 1100, GLY 1100L. *Question/Comment:* More than one member asked why these inactivations were decided by the BOT instead of this committee. The chair said she would look at the first two courses in reference to the problems encountered with AST courses reviewed in Spring 2011.

Respectively submitted,

Jennifer L. Grove, Ph.D.  
Chair, Curriculum Committee