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| October 7, 2016 | 1:30 PM | Lee AA-177, Charlotte E-105, Collier G-109, Hendry/Glades A-106 |

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| Chair | Donald Ransford (Absent) |
| Vice Chair | Amanda Lehrian, Acting Chair |

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| ACTION ITEM | 1 |
| Type of proposal | Change of Program or Certificate |
| Presenter | Kelly Roy |
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| **Summary of proposed changes:** Passed VPAA Approved |
| The School of Education proposes a change to the *AS, Early Childhood Education* program by eliminating 3 credit hours from the *General Education Humanities* requirements. The change will reduce the total number of credit hours for the program from 63 to 60 and bring the program into compliance with a mandate from the Florida Department of Education. Effective date is Fall, 2016. |

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| ACTION ITEM | 2 |
| Type of proposal | Discontinuation of Program, Certificate, or Course |
| Presenter | Dr. Anne Angstrom |
| **Note: Teach Out Plan provided.** |  |
| **Summary of proposed changes:** Passed VPAA Approved |
| The School of Education proposes the discontinuation of the *B.S., Middle Grades Language Arts* program due to persistently low enrollment. This includes the discontinuation of *LAE 3332 Applied Linguistics for Teachers*, *LAE 3333 Teaching Composition*, *LAE 4464 Adolescent Literature*, *LAE 3324C Middle Grades Practicum I: Composition*, *LAE 3326C Middle Grades Practicum II: Literature*, and *LAE 4940 Internship in Middle Grades Language Arts*. Effective date is Fall, 2017.  |

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| ACTION ITEM | 3 |
| Type of proposal | Discontinuation of Program, Certificate, or Course |
| Presenter | Dr. Anne Angstrom |
| **Note: Teach Out Plan provided.** |  |
| **Summary of proposed changes:** Passed VPAA Approved |
| The School of Education proposes the discontinuation of the *B.S., Middle Grades Mathematics Education* program due to persistently low enrollment. This includes the discontinuation of *MAE 3320C Teaching Methods in Middle School Mathematics with Practicum*, *MAE 3823C Teaching Algebra in Middle School with Practicum*, *MAE 4330C Teaching Methods in Secondary School Mathematics with Practicum*, and *MAE 4940 Internship in Middle and Secondary Education with Mathematics Emphasis*. Effective date is Fall, 2017.  |

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| ACTION ITEM | 4 |
| Type of proposal | Discontinuation of Program, Certificate, or Course |
| Presenter | Dr. Anne Angstrom |
| **Note: Teach Out Plan provided.** |  |
| **Summary of proposed changes:** Passed VPAA Approved |
| The School of Education proposes the discontinuation of the *B.S., Middle Grades Science Education* program due to persistently low enrollment. This includes the discontinuation of *SCE 3320C Teaching Biology and Other Life Sciences in the Middle School with Practicum*, *SCE 3420C Teaching Physical Science in the Middle School with Practicum*, and *SCE 4943 Internship in Middle Grades Science Education*. Effective date is Fall, 2017. |

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| ACTION ITEM | 5 |
| Type of proposal | Discontinuation of Program, Certificate, or Course |
| Presenter | Dr. Anne Angstrom |
| **Note: Teach Out Plan provided.** |  |
| **Summary of proposed changes:** Passed VPAA Approved |
| The School of Education proposes the discontinuation of the *B.S., Secondary Biology Education* program due to persistently low enrollment. This includes the discontinuation of *SCE 3320C Teaching Biology and Other Life Sciences in the Middle School with Practicum*, *SCE 3362C Methods in Teaching High School Science with Practicum*, and *SCE 4940 Internship in Secondary Education with Biology Emphasis*. Effective date is Fall, 2017. |

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| ACTION ITEM | 6 |
| Type of proposal | Discontinuation of Program, Certificate, or Course |
| Presenter | Dr. Anne Angstrom |
| **Note: Teach Out Plan provided.** |  |
| **Summary of proposed changes:** Passed VPAA Approved |
| The School of Education proposes the discontinuation of the *B.S., Secondary Mathematics Education* program due to persistently low enrollment. This includes the discontinuation of *MAE 3320C Teaching Methods in Middle School Mathematics with Practicum*, *MAE 4330C Teaching Methods in Secondary School Mathematics with Practicum*, and *MAE 4940 Internship in Middle and Secondary Education with Mathematics Emphasis*. Effective date is Fall, 2017. |

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| ACTION ITEM | 7 |
| Type of proposal | Change of Course |
| Presenter | Dr. Terry McVannel-Erwin |
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| **Summary of proposed changes:** Passed VPAA Approved |
| The School of Health Professions proposes a change to the prerequisites and topic outline for *HUS 1001 Introduction to Human Services*. Faculty feel students should have the basic academic skills for writing and critical thinking as well as literal and inferential comprehension prior to taking the course and recommend adding a prerequisite of *SB 1720* Testing Exemption or Testing into *ENC 1101;* or completion of {(*ENC 0025* and *REA 0017*) or (*ENC 0022* and *REA 0019*)} with a *C* of higher; or *EAP 1620* and *EAP 1640* with a *C* or higher; or an eligible testing/course completion combination. Changes to the topic outline are updating alignment with state and national educational standards. Effective date is Fall, 2017. |

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| ACTION ITEM | 8 |
| Type of proposal | Change of Course |
| Presenter | Dr. Terry McVannel-Erwin |
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| **Summary of proposed changes:** Passed VPAA Approved |
| The School of Health Professions proposes a change to topic outline for *HUS 1320 Theories and Foundations of Crisis Intervention*. Changes to the topic outline are updating alignment with state and national educational standards. Effective date is Fall, 2017. |

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| ACTION ITEM | 9 |
| Type of proposal | Change of Course |
| Presenter | Dr. Terry McVannel-Erwin |
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| **Summary of proposed changes:** Passed VPAA Approved |
| The School of Health Professions proposes a change to the prerequisites and topic outline for *HUS 1400 Alcoholism and Other Drug Abuse*. Faculty feel students should have the basic academic skills for writing and critical thinking as well as literal and inferential comprehension prior to taking the course and recommend adding a prerequisite of *SB 1720* Testing Exemption or Testing into *ENC 1101;* or completion of {(*ENC 0025* and *REA 0017*) or (*ENC 0022* and *REA 0019*)} with a *C* of higher; or *EAP 1620* and *EAP 1640* with a *C* or higher; or an eligible testing/course completion combination. Changes to the topic outline are updating alignment with the course description of other Human Services courses in the Statewide Course Numbering System. Effective date is Fall, 2017. |

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| ACTION ITEM | 10 |
| Type of proposal | Change of Course |
| Presenter | Dr. Terry McVannel-Erwin |
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| **Summary of proposed changes:** Passed VPAA Approved |
| The School of Health Professions proposes a change to the prerequisites and topic outline for *HUS 1640 Principles of Youth Development*. Faculty feel students should have the basic academic skills for writing and critical thinking as well as literal and inferential comprehension prior to taking the course and recommend adding a prerequisite of *SB 1720* Testing Exemption or Testing into *ENC 1101;* or completion of {(*ENC 0025* and *REA 0017*) or (*ENC 0022* and *REA 0019*)} with a *C* of higher; or *EAP 1620* and *EAP 1640* with a *C* or higher; or an eligible testing/course completion combination. Additionally, *HUS 1001* is being removed as a prerequisite since is course content is not required to be successful in the course. Changes to the topic outline are updating alignment with state and national educational standards. Effective date is Fall, 2017. |

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| ACTION ITEM | 11 |
| Type of proposal | Change of Course |
| Presenter | Dr. Terry McVannel-Erwin |
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| **Summary of proposed changes:** Passed VPAA Approved |
| The School of Health Professions proposes a change to topic outline for *HUS 2200 Dynamics of Groups and Group Counseling*. Changes to the topic outline are updating alignment with state and national educational standards. Effective date is Fall, 2017. |

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| ACTION ITEM | 12 |
| Type of proposal | Change of Course |
| Presenter | Dr. Terry McVannel-Erwin |
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| **Summary of proposed changes:** Passed VPAA Approved |
| The School of Health Professions proposes a change to topic outline for *HUS 2302 Basic Counseling Skills*. Changes to the topic outline are updating alignment with state and national educational standards. Effective date is Fall, 2017. |

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| ACTION ITEM | 13 |
| Type of proposal | Change of Course |
| Presenter | Dr. Terry McVannel-Erwin |
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| **Summary of proposed changes:** Passed VPAA Approved |
| The School of Health Professions proposes a change to topic outline for *HUS 2315 Studies in Behavioral Modification*. Changes to the topic outline are updating alignment with state and national educational standards. Effective date is Fall, 2017. |

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| ACTION ITEM | 14 |
| Type of proposal | Change of Course |
| Presenter | Dr. Terry McVannel-Erwin |
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| **Summary of proposed changes:** Passed VPAA Approved |
| The School of Health Professions proposes a change to the prerequisites and topic outline for *HUS 2404 Working with Alcoholics and Other Drug Abusers*. The change is from a prerequisite of *HUS 1001* and *HUS 1400*, both with a grade of *C* or higher to *HUS 2428* with a grade of *C* or higher. Faculty feel *HUS 2428* provides the appropriate foundational knowledge for the course. Changes to the topic outline are updating alignment with state and national educational standards. Effective date is Fall, 2017. |

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| ACTION ITEM | 15 |
| Type of proposal | Change of Course |
| Presenter | Dr. Terry McVannel-Erwin |
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| **Summary of proposed changes:** Passed VPAA Approved |
| The School of Health Professions proposes a change to the course description and topic outline for *HUS 2411 Introduction to Chemical Dependencies*. The numerical designation (edition) of the *DSM* (*Diagnostic and Statistical Manual of Mental Disorders*) has been removed in the course description to prevent the need for changes to the syllabus upon each new edition.Changes to the topic outline are updating alignment with state and national educational standards. Effective date is Fall, 2017. |

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| ACTION ITEM | 16 |
| Type of proposal | Change of Course |
| Presenter | Dr. Terry McVannel-Erwin |
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| **Summary of proposed changes:** Passed VPAA Approved |
| The School of Health Professions proposes a change to the prerequisites and topic outline for *HUS 2428 Treatment and Resources in Substance Abuse*. The change is from a prerequisite of *HUS 1400*, *HUS 2404*, and *HUS 2411*, all with a grade of *C* or higher to *HUS 1001* and *HUS 1400*, both with a grade of *C* or higher. Faculty feel that with updates to the content in *HUS 2404* and *HUS 2411* they are no longer necessary as prerequisites for *HUS 2428*. Changes to the topic outline are updating alignment with state and national educational standards as well as aligning the course content correctly in the *Addictions* track according to the *Florida Certification* standards in this area. Effective date is Fall, 2017. |

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| ACTION ITEM | 17 |
| Type of proposal | Change of Course |
| Presenter | Dr. Terry McVannel-Erwin |
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| **Summary of proposed changes:** Passed VPAA Approved |
| The School of Health Professions proposes a change to the course description and topic outline for *HUS 2500 Issues and Ethics in Human Services*. The acronym for *HIPAA* has been corrected in the course description.Changes to the topic outline are updating alignment with state and national educational standards. Effective date is Fall, 2017. |

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| ACTION ITEM | 18 |
| Type of proposal | Change of Course |
| Presenter | Dr. Terry McVannel-Erwin |
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| **Summary of proposed changes:** Passed VPAA Approved |
| The School of Health Professions proposes a change to topic outline for *HUS 2525 Mental Health Issues in Human Services*. Changes to the topic outline are updating alignment with state and national educational standards. Effective date is Fall, 2017. |

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| ACTION ITEM | 19 |
| Type of proposal | Change of Course |
| Presenter | Dr. Terry McVannel-Erwin |
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| **Summary of proposed changes:** Passed VPAA Approved |
| The School of Health Professions proposes a change to topic outline for *HUS 2905 Directed Individual Study*. Changes to the topic outline are updating alignment with state and national educational standards. Effective date is Fall, 2017. |
| ACTION ITEM | 20 |
| Type of proposal | Change of Course |
| Presenter | Dr. Terry McVannel-Erwin |
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| **Summary of proposed changes:** Passed VPAA Approved |
| The School of Health Professions proposes a change to the prerequisites and topic outline for *HUS 2540 Building Stronger Families and Communities*. Faculty feel students should have the basic academic skills for writing and critical thinking as well as literal and inferential comprehension prior to taking the course and recommend adding a prerequisite of *SB 1720* Testing Exemption or Testing into *ENC 1101;* or completion of {(*ENC 0025* and *REA 0017*) or (*ENC 0022* and *REA 0019*)} with a *C* of higher; or *EAP 1620* and *EAP 1640* with a *C* or higher; or an eligible testing/course completion combination. Changes to the topic outline are updating alignment with state and national educational standards. Effective date is Fall, 2017. |

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| ACTION ITEM | 21 |
| Type of proposal | Change of Course |
| Presenter | Dr. Terry McVannel-Erwin |
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| **Summary of proposed changes:** Passed VPAA Approved |
| The School of Health Professions proposes a change to the prerequisites and topic outline for *HUS 2551 Multicultural Perspectives in Human Services*. Faculty feel students should have the basic academic skills for writing and critical thinking as well as literal and inferential comprehension prior to taking the course and recommend adding a prerequisite of *SB 1720* Testing Exemption or Testing into *ENC 1101;* or completion of {(*ENC 0025* and *REA 0017*) or (*ENC 0022* and *REA 0019*)} with a *C* of higher; or *EAP 1620* and *EAP 1640* with a *C* or higher; or an eligible testing/course completion combination. Changes to the topic outline are updating alignment with state and national educational standards. Effective date is Fall, 2017. |

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| ACTION ITEM | 22 |
| Type of proposal | Change of Course |
| Presenter | Dr. Terry McVannel-Erwin |
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| **Summary of proposed changes:** Passed VPAA Approved |
| The School of Health Professions proposes a change to the repeatability for *HUS 2843L Counseling Residency II*. Faculty would like for the course to be repeatable up to 3 times for a maximum of nine (9) credits so that students may complete a separate residency focusing on a specific track from among the three specialty tracks offered: Human Services Generalist, Youth Development, or Addictions. Effective date is Fall, 2017.**[See comments for *HUS 2842L*.****Chair’s Question: Should this course not have a prerequisite of *HUS 2842L*?]** |

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| ACTION ITEM | 23 |
| Type of proposal | Change of Course |
| Presenter | Dr. Terry McVannel-Erwin |
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| **Summary of proposed changes:** Passed VPAA Approved Notes-Tracks will be noted Following the Course # and a colon in the class schedule through Banner |
| The School of Health Professions proposes a change to the prerequisites and repeatability for *HUS 2842L Counseling Residency I*. The change is from a prerequisite of *HUS 2200*, *HUS 2500*, *HUS 2525*, *HUS 2551* and *HUS 2905* all with a grade of *C* or higher to Social and Human Services Core (29 credits) and three required courses from one specialty track (9credits). Faculty feel that since *Counseling Residency I* is taken in the final semester of the program all prerequisites should be completed prior to enrolling in the course. Faculty would like for the course to be repeatable up to 3 times for a maximum of nine (9) credits so that students may complete a separate residency focusing on a specific track from among the three specialty tracks offered: Human Services Generalist, Youth Development, or Addictions. Effective date is Fall, 2017.**[The Registrar’s Office has noted possible complications in financial aid funding, advising and degree audits with the repeatability using the same course number and title.****Chair’s Comments: I noted that Palm Beach State College offers a similar A.S. degree with the three tracks and a common practicum course with the same course name and number. It might be worth having a conversation with some of the faculty and staff at their institution to see if they have been faced with similar challenges.****Also, I recall that we have had similar discussions concerning Special Topics courses which might be offered at different times with a different focus but have the same course number. My experience with these types of courses is that they use the same title, but follow it with a colon and a description of the focus (i.e., MAT 2905 Special Topics: The Mathematics of Quilt Making).]** |

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| ACTION ITEM | 24 |
| Type of proposal | Change of Course |
| Presenter | David Hoffman |
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| **Summary of proposed changes:** Passed VPAA Approved |
| The School of Business and Technology is proposing a change to the topic outline for *MAN 4723 Strategic Management Capstone*. The change is due to the introduction of a new standardized test that is being utilized for program assessment purposes in the *BAS Supervision and Management* program which no longer requires the need for a pre- and post-exam in the course. Effective date is Spring, 2017. |