



# Curriculum Committee Agenda

September 6, 2019	1:30 PM – 3:30 PM	Lee AA-177, Charlotte E-105, Collier G-109, Hendry/Glades A-106
<b>CHAIR</b>	Dr. Mary Myers	
<b>VICE CHAIR</b>	Professor Arenthia Herren	

<b>INFORMATION ITEM</b>	Registrar Introduction
<b>PRESENTER</b>	Mary Myers
<b>Summary of proposed changes:</b> Brenda Knight is FSW's new registrar.	

<b>ACTION ITEM</b>	1		
<b>TYPE OF PROPOSAL</b>	Change of Course		
<b>PRESENTER</b>	Joe Washburn		
<b>EMS 2646 - Paramedic Clinical Experience (AS &amp; CCC)</b>	<b>Effective Date: Fall, 2019</b>		
<b>Summary of proposed changes:</b>			
<p>The Paramedic program will be unable to meet the standards listed below for 2019-20 paramedic cohort. The newly revised standard requires the use of live patients for minimum numbers for the upcoming accreditation site visit. By changing the prerequisites and co-requisites, clinical will be able to begin in the spring term rather than the summer term.</p> <p>III.A.2. Hospital/Clinical Affiliations and Field/Internship Affiliations            Critical components to this process are demonstrating the program is providing “adequate numbers of patients, proportionally distributed by age-range, chief complaint and interventions in the delivery of emergency care.”</p> <p><b>Dr. Deluca approved this exception.</b></p>			
<b>CURRICULUM ACTION</b>			
<input type="checkbox"/> <b>Accepted</b>	<input type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Proposal Postponed	<input type="checkbox"/> Proposal Denied

<b>INFORMATION ITEM</b>	AS Business Administration Catalog Update
<b>PRESENTER</b>	Mary Myers
<b>Summary of proposed changes:</b> Changes in elective credit hours.	

<b>INFORMATION ITEM</b>	VA Compliance Requirement Update 2018-2019 and 2019-2020 Catalog
<b>PRESENTER</b>	Mary Myers
<b>Summary of proposed changes:</b> The Provost, Dr. Eileen DeLuca, approved updates to the catalog to reflect VA compliance requirements.	

<b>INFORMATION ITEM</b>	MGF1106 Language Update
<b>PRESENTER</b>	Mary Myers
<b>Summary of proposed changes:</b> Credit wording was updated to match MGF1113.	

<b>COMMITTEE BUSINESS</b>	Curriculum Committee Vice Chair
<b>PRESENTER</b>	Mary Myers
Professor Herren is stepping down as vice-chair due to increased responsibilities with OER. Nomination and vote for a new vice chair will take place.	

<b>COMMITTEE BUSINESS</b>	Committees needed to review and update forms
<b>PRESENTER</b>	Mary Myers
This year we will be resuming our implementation of Curriculog. We will be reviewing each curriculum form to see if we can arrange them into smaller forms by function. Teams of 2-3 will be asked to look at the forms and provide suggestions. This will make the process simpler for faculty when they are updating curriculum.	

# Curriculum Committee



## Change of Course Proposal

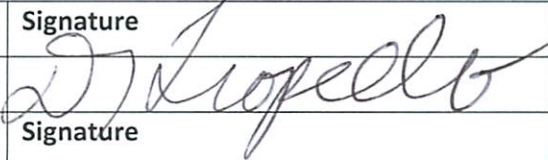

<b>School or Division</b>	School of Health Professions
<b>Program or Certificate</b>	Paramedic, CCC, AS
<b>Proposed by (faculty only)</b>	Joe Washburn
<b>Presenter (faculty only)</b>	Joe Washburn
Note that the presenter (faculty) listed above must be present at the Curriculum Committee meeting or the proposal will be returned to the School or Division and be resubmitted for a later date.	
<b>Submission date</b>	8/27/2019
<b>Current course prefix, number, and title</b>	EMS 2646 - Paramedic Clinical Experience
<p>All Curriculum proposals require approval of the Curriculum Committee and the Interim Provost for Academic Affairs. Final approval or denial of a proposal is reflected on the completed and signed proposal.</p> <p style="text-align: center;"> <input type="checkbox"/> Approve             <span style="margin-left: 200px;"><input checked="" type="checkbox"/> Do Not Approve</span> </p>	
<p>_____</p> <p><i>Curriculum Committee Chair Signature</i> <span style="float: right;"><i>Date</i></span></p>	
<p style="text-align: center;"> <input type="checkbox"/> Approve             <span style="margin-left: 200px;"><input type="checkbox"/> Do Not Approve</span> </p>	
<p>_____</p> <p><i>Interim Provost for Academic Affairs Signature</i> <span style="float: right;"><i>Date</i></span></p>	
<p>All Curriculum proposals require review by the Office of Accountability &amp; Effectiveness.</p> <p style="text-align: center;"><input type="checkbox"/> Reviewed</p>	
<p>_____</p> <p><i>Office of Accountability &amp; Effectiveness Signature</i> <span style="float: right;"><i>Date</i></span></p>	

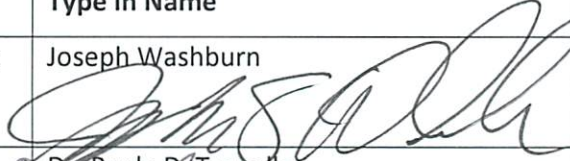
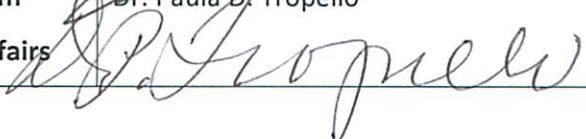
### Section I, Important Dates and Endorsements Required

**NOTE:** Course and Program changes must be submitted by the dates listed on the published Curriculum Committee Calendar. Exceptions to the published submission deadlines must receive prior approval from the Interim Provost for Academic Affairs' Office.

<b>Term in which approved action will take place</b>	Fall 2019
<b>Provide an explanation below for the requested exception to the effective date.</b>	
<p>The Paramedic program will be unable to meet the standards listed below utilizing the newly revised standard requiring the use of live patients for minimum numbers for upcoming accreditation site visit.</p> <p>III.A.2. Hospital/Clinical Affiliations and Field/Internship Affiliations          Critical components to this process are demonstrating the program is providing "adequate numbers of patients, proportionally distributed by age-range, chief complaint and interventions in the delivery of emergency care"</p>	

**Any exceptions to the term start date requires the signatures of the Academic Dean and Interim Provost for Academic Affairs prior to submission to the Dropbox.**

<b>Dean</b>	<b>Signature</b>	<b>Date</b>
Dr. Paula D. Tropello		9-5-19
<b>Interim Provost for Academic Affairs</b>	<b>Signature</b>	<b>Date</b>
Dr. Eileen DeLuca		9-5-19

Required Endorsements	Type in Name	Select Date
Department Chair or Program Coordinator/Director	Joseph Washburn 	9/5/2019
Academic Dean or Interim Provost for Academic Affairs	Dr. Paula D. Tropello 	9/5/2019 9/5/19

List all faculty endorsements below. (Note that proposals will be returned to the School or Division if faculty endorsements are not provided).

## Section II, Proposed Changes

Change to course prefix and number Lecture/lab course combined must include "C" / lab course must include "L"	N/A
Do any of the changes affect the AA focus? (If so, a Change of Program proposal is also needed.)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Provide justification for the proposed prerequisite(s).	
Change to course title	N/A
Does the Course Title Change affect other courses? (Ex: If Guitar I becomes Intro to Guitar, should Guitar II become Guitar I?)	NO
Change of School, Division, or Department	N/A
Change to course prerequisite(s) and minimum grade(s) (must include minimum grade if higher than a "D")	<b>From:</b> EMS 2601, EMS 2601L and (BSC 1086C or BSC 1094C) <b>To:</b> BSC 1085C or BSC 1093C , EMS 2600 , and EMS 2522
Change to course co-requisites	<b>From:</b> EMS 2602 , EMS 2602L and EMS 2648 <b>To:</b> EMS2601 and EMS 2601L
Provide justification for the proposed co- requisite(s).	
Is any co-requisite for this course listed as a co- requisite on its paired course? (Ex. CHM 2032 is a co-requisite for CHM 2032L, and CHM 2032L is a co-requisite for CHM 2032)	No  <b>List the co-requisite</b>
Change to course credits or clock hours	<b>From:</b> <b>To:</b>
Change to contact hours (faculty load)	<b>From:</b> <b>To:</b>
Are the Contact hours different from the credit/lecture/lab hours?	
Change to grade mode	<b>Choose an item.</b>

Change to credit type	Choose an item.
Change to course description (provide below)	
Type in entire new course description here	

Change to general topic outline (type in entire new outline below)
<ul style="list-style-type: none"> <li>•</li> <li>•</li> </ul>

Change to Learning Outcomes: For information purposes only.

<p><b>IV. Course Competencies, Learning Outcomes and Objectives</b></p> <p><b>A. General Education Competencies and Course Outcomes</b></p> <p>1. Integral <i>General Education Competency or competencies</i>:</p> <p>2. Supplemental <i>General Education Competency or competencies</i>:</p> <p><b>B. In accordance with Florida Statute 1007.25 concerning the state’s general education core course requirements, this course meets the general education competencies for ....</b>  Part B would only be included in the course outlines of those courses are included in the FSW Catalog as a General Education Core Course. If this is not a core course, then outline letter C would become B.</p> <p><b>C. Other Course Objectives/Standards</b></p>
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**Section III (must complete each item below)**

Should any major restrictions be listed on this course? If so, select "change" and list the appropriate major restriction codes or select no change.	Choose an item. List applicable major restriction codes
Change course to an "International or Diversity Focus" course?	No, not International or Diversity Focus
Change course to a General Education course?	No
Change course from General Education to non-General Education?	No
Change course to a Writing Intensive course?	No
Change course from Writing Intensive to non-Writing intensive?	No
Change course to repeatable?  (A repeatable course may be taken more than one time for additional credits. For example, MUT 2641, a 3 credit hour course can be repeated 1 time and a student can earn a maximum of 6 credits). *Not the same as Multiple Attempts or Grade Forgiveness	No  If repeatable, list maximum number of credits

<b>Impact of Change of Course Proposal</b>	
Will this change of course proposal impact other courses, programs, departments, or budgets?	No
If the answer to the question above is "yes", list the impact on other courses, programs, or budgets?	List impacts here
Have you discussed this proposal with anyone (from other departments, programs, or institutions) regarding the impact? Were any agreements made? Provide detail information below.	
Spoken with Provost Dr. Eileen Deluca, Academic Dean of SHP Dr. Paula D. Tropello, Director Financial Aid Office Matthew T. Sanchez, Bursar Amber Redfern, Associate Registrar, Graduation and Registration Sara L. Clouse, and Coordinator, Curriculum and Catalog Systems Jeffery Peterman. All in agree there would be no impacts.	

<b>Impact of Change of Course Proposal</b>
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Will this change of course proposal impact library services or budgets?	No
If the answer to the question above is “yes”, list the impact on other courses, programs, or budgets?	List impacts here
Have you discussed this proposal with anyone (from other departments, programs, or institutions) regarding the impact? Were any agreements made? Provide detail information below.	
Provide detail information here	

#### **Section IV, Justification for proposal**

<p><b>Provide justification (below) for each change on this proposed curriculum action.</b></p> <p>The proposed change requires a change in prerequisite(s) and co-requisites. The current program sequencing places this course in the summer term. However, the Program Director, Medical Director and Program Coordinators faculty believe the sequences should be in the Spring term. By doing so, it will allow for additional clinical time to meet the current COAEMSP standards:</p> <p>III.A.2. Hospital/Clinical Affiliations and Field/Internship Affiliations</p> <p style="padding-left: 40px;">Critical components to this process are demonstrating the program is providing “adequate numbers of patients, proportionally distributed by age-range, chief complaint and interventions in the delivery of emergency care”</p> <ul style="list-style-type: none"> <li>• III.C.1. Curriculum (Sequencing) <p style="padding-left: 40px;">Showing progression of learning from the class to the lab to clinical to field to the capstone field internship</p> </li> <li>• III.C.2. Curriculum (Establishing Minimums) <p style="padding-left: 40px;">Establishing a minimum number of patient encounters prior to program completion</p> </li> </ul>
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DATE: September 5, 2019

TO: Dr. Eileen Deluca

FROM: Dr. Debbie Psihountas

RE: AS Business Administration Elective Requirement update in 2019-2020 Catalog

The following is an Information Item for the September 6, 2019 Curriculum Committee meeting:

I have been working with Jeffrey Peterman to correct an error that was submitted during the catalog review process. The AS Business Administration Elective Requirement in the 19/20 catalog was updated to reflect the correct number of electives needed for this program given the addition of the Risk Management track. As the 19/20 Catalog hasn't been published yet, the correct number of elective credit hours should be 3-5 credits rather than 3-8 credits which was originally submitted during the catalog review process.

The updated credit hour language was approved by you on August 14, 2019 and Jeffrey Peterman has made the necessary update the 19/20 Catalog.

Your Approval for this request will align our Catalogs with the AS Business Administration Elective requirement for the newly created tracks.

Thank you.

DATE: Aug. 14, 2019  
TO: Dr. Eileen Deluca  
FROM: Colette Cox  
RE: VA Compliance Requirement update in 2018-2019 AND 2019-2020 Catalog

*ED Approved*

The following is an Information Item for the September 6, 2019 Curriculum Committee meeting:

I have been working with Jeffrey to have the VA section in the 19/20 catalog updated to reflect a VA new compliance requirement. As the 19/20 Catalog hasn't been published yet the VA requires that our 18/19 catalog have an addendum to show we are compliant as of 8/1/19.

Jeffrey has the addendum for the 18/19 Catalog but I believe he is waiting for your approval before it can be updated. The updated language has been approved for by Matt Sanchez.

The VA is asking that I provide them the web link to show the updated section in our 18/19 Catalog. I need to submit this by Friday 8/16/19.

Your Approval for this request will align our Catalogs with the New VA Compliance Requirement

MEMO for MGF 1106

Approved  
aw

This Memo is a request permission to update Course Language for MGF 1106.

When MGF 1113 was created, the language use in the course description included a mutual exclusivity description: "Credit is not given for both MGF 1113 and MGF 1106". Language was not updated for MGF 1106

- MGF 1106 needs to have the same language for MGF 1113
- Currently, MGF 1106 course description is as follows:
  - This course is intended to introduce the beauty and utility of mathematics to the general student population. Topics include systematic counting, probability, statistics, geometry, sets, and logic. This course is designed for those students whose majors do not require the technical mathematics sequence. If completed with a grade of "C" or better, this course serves to demonstrate competence for the general education mathematics requirement. The geometry component of this course should meet the requirements of 6a-5.066(3)1, Florida Administrative Rules, for Education majors. It will enable the teacher to support the instruction of geometry and measurement as listed by the Sunshine State Standards.
- New course Description:
  - This course is intended to introduce the beauty and utility of mathematics to the general student population. Topics include systematic counting, probability, statistics, geometry, sets, and logic. This course is designed for those students whose majors do not require the technical mathematics sequence. If completed with a grade of "C" or better, this course serves to demonstrate competence for the general education mathematics requirement. The geometry component of this course should meet the requirements of 6a-5.066(3)1, Florida Administrative Rules, for Education majors. It will enable the teacher to support the instruction of geometry and measurement as listed by the Sunshine State Standards. Credit is not given for both MGF 1113 and MGF 1106.