



Curriculum Committee Summary Report

December 4, 2020

1:30 pm – 3:30 pm

Zoom: <https://fsw.zoom.us/j/93098302782>

CHAIR	Dr. Sheila Seelau
VICE CHAIR	Professor Kelsea Livingstone

Proposal Status

Accepted	Information Items
	A AMH 2070 Florida History (Accepted 11/5/2020) - Correction of International/Diversity language
	B DIG 2280C Digital Video and Sound (Accepted 11/5/2020) - Correction of prerequisite language
	1 Course Change: PHI 2600 Ethics
2 Program Change: AS Science and Engineering Technology	
3 New Course: QMB 2100 Business Statistics	
4 New Program: AS Business Analytics	
5 New Course: MUC 2601 Introduction to Songwriting	
6 New Course: MUH 2513 Introduction to World Music	
7 New Course: MUN 2022 Laptop and Electronic Arts Ensemble	
8 Certificate Change: Digital Media and Multimedia Production CCC	
9 Program Change: AS Digital Art and Multimedia Production	
10 Course Change: MUS 2360 Introduction to Technology in Music	
11 Course Change: MUM 2600C Recording Techniques I (incl. Title change from <i>Basic Audio Recording Technique</i>)	
12 New Program: AS Music Production and Technology	
13 Course Change: CTS 2346 Microsoft Windows Server Administration	
	14 Certificate Change: Firefighter I/II PSAV
15 Discontinue FFP 0010C Firefighter I	
16 Discontinue FFP 0020C Firefighter II	
17 New Course: FFP 0030C Firefighter I	
18 New Course: FFP 0031C Firefighter II	

Attendance

MEMBER	Present/Absent	Proxy
Sheila Seelau, Chair	P	
Kelsea Livingstone, Vice Chair	P	
Mary Myers, Past Chair	P	
Robert Olancin	A	
Camille Drake-Brassfield	P	
Dani Peterson	P	
Jeremy Pilarski	P	
George Kodsey	P	
Bill Van Glabek	P	
Regina Miller	P	
June Davis	P	
Marsha Weiner	P	
Gus Cameron	A	
Daniel Marulanda	P	
Don Ransford	P	
Arenthia Herren	P	
Jeffrey Peterman	P	
Brenda Knight	P	
Sarah Clouse	A	
Eric Cirignano	A	
Tim Maricle	P	
Andrae Jones	P	
Donna Hartmann-Turner	P	
Deborah Teed	P	
Christy Gilfert	P	
Joe Van Gaalen	P	

I. CLARIFICATION OF PROPOSALS APPROVED AT 11/6/2020 MEETING

COMMITTEE BUSINESS	Committee Information Item A	
Type of proposal	Change of Course	
Presenter	Dr. Brandon Jett	
AMH 2070 Florida History	Effective Date: Fall 2021	
Summary of proposed changes:		
International/Diversity designation was intended for this course. Committee inadvertently missed language issue in proposal. As there is no D/I <i>requirement</i> for students, remove language: "This course also counts toward the requirements for International/Diversity focus course." Replace with usual Catalog notation: (I)		

designation after Course Title, and explanatory statement below Course Description: (I) International or diversity focus.

COMMITTEE BUSINESS	Committee Information Item B	
Type of proposal	Change of Course	
Presenter	Dr. Ryan Wurst	
DIG 2280C Digital Video and Sound	Effective Date: Fall 2021	
Summary of proposed changes:		
Proposal was approved to change prerequisite from DIG 2205C to ART 2600C. Only the course changes, not the grade requirement. Proposer's intention to maintain the prerequisite language "with a C or better" was inadvertently missed in translation from Sept Memo (temporary change) to Nov Proposal (permanent change). Corrected prerequisite reads "ART 2600C <i>with a grade of C or better.</i> "		

II. INFORMATION & INDIVIDUAL ITEMS

INFORMATION ITEM	1	
Type of proposal	Change of Course	
Presenter	Professor Sarah Lublink	
PHI 2600 Ethics	Effective Date: Fall 2021	
Summary of proposed changes:		
1a) Updating course learning outcomes. 1b) Updated syllabus included.		

ACTION ITEM	2		
Type of proposal	Change of Program or Certificate		
Presenter	Dr. Michael Sauer		
AS Science and Engineering Technology	Effective Date: Fall 2021		
Summary of proposed changes:			
2a) Add OCE 1013C Marine Science to <i>Environmental Science Option</i> list in AS program. 2b) Catalog page included.			
CURRICULUM ACTION			
<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Proposal Postponed	<input type="checkbox"/> Proposal Denied

III. SECOND READ OF PROPOSALS FROM 11/6/2020

BUSINESS

ACTION ITEM	3 Second read 12/4/2020		
Type of proposal	New Course		
Presenter	William Van Glabek		
QMB 2100 Business Statistics	Effective Date: Fall 2021		
New Course Summary:			
Introduction to Business Statistics provides students with quantitative skills required to collect and analyze business data. Introduces basic mathematical and statistical methods and models for solving business problems and/or making business decisions. Emphasis on Microsoft Excel and other software applications. Demonstrates application of selected statistical techniques to a wide variety of problems in business, economics, finance, and management. Topics include descriptive and inferential analytics, hypothesis tests, correlation, forecasting, linear and multiple regression, and decision analysis.			

11/19/20: Updated proposal and syllabus received, addressing 11/6 Committee questions.			
CURRICULUM ACTION			
<input type="checkbox"/> Accepted	<input checked="" type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Proposal Postponed	<input type="checkbox"/> Proposal Denied
Final documents 12/9/2020: 3a & 3b) Typo's corrected and course description tightened.			

ACTION ITEM	4 Second read 12/4/2020		
Type of proposal	New Program or Certificate		
Presenter	William Van Glabek		
Business Analytics AS		Effective Date: Fall 2021	
Justification for proposed new program:			
<p>Business Analytics is increasingly stressed in undergraduate business and accounting curricula. It is a growth field identified by the Bureau of Labor Statistics and a local jobs analysis. Businesses increasingly rely on information provided through technology. An AS in Business Analytics provides students options to pursue business analysis in health care, finance, manufacturing, or government. This degree establishes a sound foundation in business analytics and provides a balance of general education, accounting, management, marketing, statistics, and information technology.</p> <p>11/19/20: Revised proposal received, addressing 11/6 Committee questions. <i>AS Course Sequencing</i> document added at Committee request for 12/4 meeting.</p>			
CURRICULUM ACTION			
<input type="checkbox"/> Accepted	<input checked="" type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Proposal Postponed	<input type="checkbox"/> Proposal Denied
Final documents 12/9/2020: 4a) Corrected typos & Catalog page: STA 2023 line (removed reference to MAT courses). 4b) Course sequencing finalized.			

ACTION ITEM	5 Second read 12/4/2020; Syllabus now included		
Type of proposal	New Course		
Presenter	Dr. Thomas Smith		
MUC 2601 Introduction to Songwriting		Effective Date: Fall 2021	
Summary of New Course proposal:			
<p>Introduction to the craft and techniques of commercial songwriting through song analysis and construction. Students will take a step-by-step approach in organizing the creative elements for song building, performing and demo recording. The discipline and business procedures of the profession songwriter will also be explored.</p> <p>To be included in AA degree and AS in Music Production & Technology.</p>			
CURRICULUM ACTION			
<input type="checkbox"/> Accepted	<input checked="" type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Proposal Postponed	<input type="checkbox"/> Proposal Denied
<p>Initial proposal submitted to Curriculog 10/30/20; syllabus uploaded 11/5/20. Proposal discussed at 11/6/20 Curriculum meeting prior to full review with syllabus. Reviewers' comments addressed in emails and updated forms submitted 12/3/2020. Proposals accepted by committee with minor modifications 12/4/20, pending final review of corrected documents.</p> <p>12/8/2020 documents: Upon final review, remaining corrections were made to ensure consistency between 5a) proposal and 5b) syllabus (i.e., prerequisite wording, competencies placement). Due to time constraints, prerequisite clarifications requested at 12/4 meeting and all final corrections were made by Chair/Vice Chair and approved by Originators.</p>			

ACTION ITEM	6 Second read 12/4/2020; Syllabus now included		
Type of proposal	New Course		
Presenter	Dr. Thomas Smith		
MUH 2513 Introduction to World Music		Effective Date: Fall 2021	
Summary of New Course proposal:			
<p>This course explores a variety of non-western musical styles found in cultural, social and/or political contexts. Students will be introduced to specific music traditions and will learn to write critically about music as it relates to society and culture. The course will examine music traditions from various parts of the world including Latin America, Africa, the Middle East, and Asia.</p> <p>To be included in AA and AS in Music Production & Technology. Include in General Education under Additional Humanities courses. D/I.</p>			
CURRICULUM ACTION			
<input type="checkbox"/> Accepted	<input checked="" type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Proposal Postponed	<input type="checkbox"/> Proposal Denied
<p>Proposal uploaded to Curriculog 10/30/20. Syllabus received/uploaded 11/5/20. Proposal discussed at 11/6/20 Curriculum meeting prior to full review including syllabus. Reviewers' comments addressed in emails and revised documents submitted 12/3/2020. Proposal accepted by committee with minor modifications 12/4/20, pending final review of revised documents.</p> <p>12/8 & 12/9/2020: Due to time constraints, final corrections were made to ensure consistency between 6a) proposal and 6b) syllabus (i.e., placement of competencies and course learning objectives) by Chair/Vice Chair and approved by Originator.</p> <p>NOTE: Please notify GEAC that course is to be added to "Humanities – Additional Courses" list and marked with a D/I designation in General Education Program Guide.</p>			

ACTION ITEM	7 Second read 12/4/2020; Syllabus now included		
Type of proposal	New Course		
Presenter	Dr. Thomas Smith		
MUN 2022 Laptop and Electronic Arts Ensemble		Effective Date: Fall 2021	
Summary of New Course proposal:			
<p>This course explores new combinations of live electronic and acoustic instruments and other media by performing a diverse repertoire of music and new works. 1 credit, repeatable for a maximum of 8 credits. To be included in AA and Music Production & Technology AS.</p>			
CURRICULUM ACTION			
<input type="checkbox"/> Accepted	<input checked="" type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Proposal Postponed	<input type="checkbox"/> Proposal Denied
<p>Reviewers' comments addressed in emails and revised forms submitted 12/3/2020. Proposals accepted by committee with minor modifications 12/4/20, pending final review of corrected documents.</p> <p>12/8/2020: Upon final review, minor correction made on 7b) syllabus to match 7a) proposal (completed topic outline). Due to time constraints of finals week, final corrections made by Chair/Vice Chair and approved by Originator.</p>			

III. POSTPONED & MODIFIED PROPOSALS

DIGITAL/MULTIMEDIA

ACTION ITEM	8 postponed at originator's request to 12/4/2020		
Type of proposal	Change of Program or Certificate		
Presenter	Dr. Ryan Wurst		
Digital Media and Multimedia Production Certificate	Effective Date: Fall 2021		
Summary of proposed changes:			
Remove ART 1201C Basic Design; replace with ART 2616C Digital Art & Animation. Aligns Certificate courses with AS program requirements and State Curricular Framework 3.0. No change in overall credits. Catalog page included.			
CURRICULUM ACTION			
<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Proposal Postponed	<input type="checkbox"/> Proposal Denied
Note: 8b) Catalog page also shows changes approved in 11/6/2020 Curriculum meeting: Delete DIG 2118C (Discontinued course) and replace with New Course equivalency GRA 2103C.			

ACTION ITEM	9 postponed at originator's request to 12/4/2020		
Type of proposal	Change of Program or Certificate		
Presenter	Dr. Ryan Wurst		
Digital Art and Multimedia Production AS	Effective Date: Fall 2021		
Summary of proposed changes:			
Deleting courses MUS 2360C and MUM 2600C; Adding / replacing with ART 1300C and DIG 2280C. This reduces coverage redundancies in program and improves alignment with State Frameworks 4.0 and 5.0. No change in credits to degree. Catalog page included.			
CURRICULUM ACTION			
<input type="checkbox"/> Accepted	<input checked="" type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Proposal Postponed	<input type="checkbox"/> Proposal Denied
12/8/2020 Final documents: Due to time constraints, final changes made by Chair and approved by Originator.			
Notes on 9b) AS Catalog page:			
1) Includes changes approved in 11/4/2020 Curriculum meeting: Discontinue/delete DIG 2118C and replace with New Course equivalency GRA 2103C.			
2) 12/4/2020 action adds DIG 2280C to the AS Program. On the Course Change for DIG 2280C approved at 11/6 meeting, DIG 2280C was only included in the Certificate.			
3) <i>Course sequencing</i> has been revised to accommodate the above changes approved at 11/4 and 12/5 meetings.			
4) 12/5 request: Adjust wording of "Any 1000 or 2000 level Course 3 credits (SLS 1515 Cornerstone Experience recommended)" and hyperlink SLS 1515 to its Catalog page. Request inserted in Catalog page (Track changes on) by Chair to Coordinator of Curriculum and Catalog Systems.			

MUSIC PRODUCTION TECHNOLOGY

Items 10-11 are related

ACTION ITEM	10		
Type of proposal	Change of Course		
Presenter	Professor Mike Molloy		
MUS 2360 Introduction to Technology in Music	Effective Date: Fall 2021		
Summary of proposed changes:			

Add co-req of MUM 2600C. 10b) Impact Report, 10c) syllabus, 10d) course Catalog page appended.

CURRICULUM ACTION

Accepted Accepted with Minor Corrections Proposal Postponed Proposal Denied

12/4/2020: Accepted with minor corrections, pending review of revised documents received prior to meeting date. Upon final review, committee requested completion of proposal's Impacts section, detailing how the proposed corequisite change would impact listed courses and programs, and including any instructions for required modifications due to these impacts. Changes were completed on 10a) final proposal dated 12/17/2020.

ACTION ITEM	11
Type of proposal	Change of Course
Presenter	Professor Mike Molloy
MUM 2600C Basic Audio Recording Technique	Effective Date: Fall 2021
Summary of proposed changes:	
Change course title to <i>Recording Techniques I</i> . 11b) Impact Report, 11c) Syllabus, 11d) Catalog course description page, and 11e) Screenshots (Student Registration Portal and Catalog course description pages) appended.	
CURRICULUM ACTION	
<input type="checkbox"/> Accepted <input checked="" type="checkbox"/> Accepted with Minor Corrections <input type="checkbox"/> Proposal Postponed <input type="checkbox"/> Proposal Denied	
11e) Student Registration Portal correction completed by J. Peterman: MUS 2360 was incorrectly noted as both a prereq and coreq in Student Registration Portal. Removed prereq=MUS 2360. 12/4/2020: Proposal accepted pending review of revised documents received prior to meeting. 12/17/2020: Following final review, 11c) Syllabus corequisite error corrected to remove minimum grade requirement; 11a) Impact section on proposal revised to include explanations of impacts on listed courses and programs, and 11f) Audio Technology CCC Catalog page uploaded showing MUM 2600C course title change (Track Changes on). All final documents appended.	

ACTION ITEM	12
Type of proposal	Change of Program or Certificate
Presenter	Professor Mike Molloy
Music Production and Technology AS	Effective Date: Fall 2021
Summary of New Program:	
Many other state colleges in Florida offer workforce training certificates and degrees in the field of Music Production, but there are no AS or Certificate programs offered at any public institutions between the Tampa vicinity (SPSC) and Miami area. We would be filling a geographical niche, as well as meeting a need in our community. Here in southwest Florida, there are many performing arts venues, arenas, television and radio networks, small production companies and churches that employ complex sound systems and require certified technicians to manage their hardware and software. Through completion of this program of study, graduates may potentially obtain employment as recording technicians/engineers, sound technicians in "live" or studio positions, and as audio editors and sound designers in various other music-related fields. Additional coursework will help prepare students for the business aspects of a career in music, including the study of legal issues involving copyrights and contracts, management skills with an introduction to entrepreneurship, and the importance of fostering working relationships throughout their careers within the music industry.	

CURRICULUM ACTION			
<input type="checkbox"/> Accepted	<input checked="" type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Proposal Postponed	<input type="checkbox"/> Proposal Denied
12/4/2020: Proposal accepted with minor corrections, pending review of modified proposal submitted prior to meeting.			
12/17/2020: Due to time constraints, modifications to Catalog page made by Vice Chair/Chair and approved by originators. These included clarifying credit structure and repeatability of courses MUC 2601 and MUN 2022, as requested by reviewers, and revising headings and credit hour notations for consistency with similar AS Catalog pages. Additional reviewer questions re: course sequencing addressed by originators in email received 12/17/2020. Final document labeled 12/16/2020.			

IV. December Proposals

ACTION ITEM	13		
Type of proposal	Change of Course		
Presenter	Dr. Mary Myers		
CTS 2346 Microsoft Windows Server Administration	Effective Date: Fall 2021		
Summary of proposed changes:			
Changing the course prerequisites from CTS 2334 to "CTS 1131 with a grade of C or better OR CTS 1133 with a grade of C or better." Change the minimum passing grade to "C." 13b) Impact report and 13c) syllabus included.			
CURRICULUM ACTION			
<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Proposal Postponed	<input type="checkbox"/> Proposal Denied

FIREFIGHTER I & II Certificate/PSAV (Items 14-18)

INFORMATION ITEM	14		
Type of proposal	Change of Program or Certificate		
Presenter	Joseph Washburn		
Firefighter I/II Certificate, PSAV - including courses FFP 0010C & 0020C Firefighter I & II	Effective Date: 7/1/2020 (2019-2020 and 2020-2021 Catalogs) – Applied to cohort starting Certificate courses in Summer 2020 Term D		
Summary of proposed changes:			
Florida Department of Education along with the Florida Division of the State Fire Marshal has changed the Certificate program hours from 398 to 492 hours effective July 1, 2020. The FSW effective term is therefore 2019-2020.			
Attachments include 14b) FL DOE Curriculum Framework for Firefighter Certificate (including Firefighter I & II course restructuring); 14c) Fire Academy training curriculum criteria; 14d) FSW Firefighter I/II Certificate PSAV Catalog page (in .docx and .pdf formats), and 14e) Memo signed by Dr. DeLuca approving exceptions to effective dates for program changes.			
Accompanying proposals (Items 15-18): State mandate distributes the increased hours across the two required Certificate courses, which have been renumbered as a result: 15) FFP 0010C Firefighter I is to be discontinued and replaced by 17) FFP 0030C Firefighter I (191 hours), and 16) FFP 0020C Firefighter II is to be discontinued and replaced by 18) FFP 0031C Firefighter II (301 hours).			

For the cohort that had already entered the program in Summer 2020 (D term) before the mandated changes, FFP 0010C clock hours (206) were decreased to 191, and FFP 0020C clock hours (192) were increased to 301. These courses are to be discontinued at the end of Fall 2020. Replacement courses FFP 0300C and FFP 0031C are to begin in Spring 2021.

Course Discontinuation proposals for FFP 0010C and FFP 0020C, and New Course proposals for FFP 0030C and FFP 0031C are included to effect these changes retroactively to **2019-2020 and 2020-2021 Catalogs**.

Following 12/4/2020 meeting, all reviewer comments were addressed, and additional changes were made to ensure accuracy and consistency across all documents.

ACTION ITEM	15			
Type of proposal	Discontinuation of Program, Certificate, or Course			
Presenter	Professor Joseph Washburn			
FFP 0010C Firefighter I	Effective Date: 7/1/2020 (2019-2020 & 2020-2021 Catalogs)			
Summary of proposed changes:				
By State requirement: Change course number for Firefighter I and associated hours, effective 7/1/2020. For the cohort that had started the Certificate in Summer 2020 (Term D), the mandated clock hour changes were applied to FFP 0010C Firefighter I (Summer term) and FFP 0020C Firefighter II (Fall term). After end of Fall 2020 term, course number FFP 0010C will no longer be used. It will be replaced by FFP 0030C Firefighter I. (Item 17)				
CURRICULUM ACTION				
<input type="checkbox"/> Accepted	<input checked="" type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/>	Proposal Postponed	<input type="checkbox"/> Proposal Denied
Following 12/4/2020 meeting all reviewer comments were addressed, and additional changes were made to ensure accuracy and consistency across all documents. Final proposal dated 12/8/2020.				

ACTION ITEM	16			
Type of proposal	Discontinuation of Program, Certificate, or Course			
Presenter	Professor Joseph Washburn			
FFP 0020C Firefighter II	Effective Date: 7/1/2020 (2019-2020 and 2020-2021 Catalogs)			
Summary of proposed changes:				
By State requirement: Change course number for Firefighter II and associated hours, effective 7/1/2020. For the cohort that had started the Certificate in Summer 2020 (Term D), the mandated clock hour changes were applied to FFP 0010C Firefighter I (Summer) and to FFP 0020C Firefighter II (Fall). After end of Fall 2020 term, course number FFP 0020C will no longer be used. It will be replaced by FFP 0031C Firefighter II. (Item 18)				
CURRICULUM ACTION				
<input type="checkbox"/> Accepted	<input checked="" type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/>	Proposal Postponed	<input type="checkbox"/> Proposal Denied
Following 12/4/2020 meeting all reviewer comments were addressed, and additional changes were made to ensure accuracy and consistency across all documents. Final proposal dated 12/8/2020.				

ACTION ITEM	17			
Type of proposal	New Course			
Presenter	Professor Joseph Washburn			
FFP 0030C Firefighter I	Effective Date: 7/1/2020 (2020-2021 Catalog)			

Summary of proposed changes:			
By State requirement: Change course number for Firefighter I and associated hours. New course number = FFP 0030C Firefighter I (191 hours). This course is to begin Spring 2021.			
CURRICULUM ACTION			
<input type="checkbox"/> Accepted	<input checked="" type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Proposal Postponed	<input type="checkbox"/> Proposal Denied
Following 12/4/2020 meeting all reviewer comments were addressed, and additional changes were made to ensure accuracy and consistency across all documents. 17a) Final proposal with credit-hour conversion dated 12/15/2020; 17b) Final syllabus dated 12/8/2020.			

ACTION ITEM	18
Type of proposal	New Course
Presenter	Professor Joseph Washburn
FFP 0031 Firefighter II	Effective Date: 7/1/2020 (2020-2021 Catalog)
Summary of proposed changes:	
By State requirement: Change course number for Firefighter II and associated hours. New course number = FFP 0031C Firefighter II. Clock hours increase to 301. This course is to begin Spring 2021.	
CURRICULUM ACTION	
<input type="checkbox"/> Accepted	<input checked="" type="checkbox"/> Accepted with Minor Corrections
<input type="checkbox"/> Proposal Postponed	<input type="checkbox"/> Proposal Denied
Following 12/4/2020 meeting all reviewer comments were addressed, and additional changes were made to ensure accuracy and consistency across all documents. 18a) Final proposal with credit-hour conversion dated 12/15/2020; 18b) Final syllabus dated 12/8/2020.	

All FINAL Proposals and supporting documents are included in an accompanying zip file.