



Curriculum Committee Summary Report

March 3, 2023

1:00 PM – 3:30 PM

Zoom:

<https://fsw.zoom.us/j/87251686980?pwd=N2lzZlBJUUZyQkFkb2ZlNDYyYDNTdz09>

Meeting ID: 872 5168 6980; Passcode: 233721

Updated information since first read, edits, and corrections appear in green font.

Meeting Minutes appear in blue font.

Notifications appear in red font. Notifications include effective dates, clarifications of intent and application, and reminders that further action may be required.

NOTES: Unless otherwise noted, all Action Items have received VPAA approval for exceptions to the Curriculum Calendar and, upon approval by all parties, will take effect in **Fall 2023 (AY 2023-2024 catalog)**.

All first-read proposals will move to second read at the **April 7, 2023** Curriculum Committee meeting.

Abbreviations:

CC = Curriculum Committee

CCC = College Credit Certificate

CLOs = Course Learning Objectives/Outcomes

CVT AS = Cardiovascular Care AS program

PLOs = Program Learning Objectives

RC AS = Respiratory Care AS program

VPAA = Vice President of Academic Affairs

Item Summary

Second Read: School of Health Professions, Social & Human Services, AS Program proposals
1 Course Change: HUS 2482L Counseling Residency I
2 Program/Certificate Change: Addiction Services, CCC
3 Program/Certificate Change: Human Services Generalist, CCC
4 Program/Certificate Change: Youth Development, CCC
5 Program/Certificate Change: Social and Human Services, AS
Second Read: School of Health Professions, Respiratory Care, AS Program proposals
6 Course Discontinuation: RET 1613C Cardiopulmonary Anatomy and Physiology
7 New Course: RET 1485 Cardiopulmonary Anatomy and Physiology
8 Course Change: RET 1007 Respiratory Care Pharmacology
9 Course Change: RET 1024 Introduction to Cardiopulmonary Technology
10 Course Change: RET 1275C Clinical Care Techniques
11 Course Change: RET 1832L Clinical Practicum I
12 Course Change: RET 2234C Respiratory Therapeutics
13 Course Change: RET 2244 Critical Care Applications
14 Course Change: RET 2254C Respiratory Care Assessment
15 Course Change: RET 2264 Advanced Mechanical Ventilation
16 Course Change: RET 2264L Advanced Mechanical Ventilation Laboratory
17 Course Change: RET 2714 Neonatal-Pediatric Respiratory Care
18 Course Change: RET 2874L Clinical Practicum II
19 Course Change: RET 2875L Clinical Practicum III
20 Course Change: RET 2876L Clinical Practicum IV
21 Course Change: RET 2930 Respiratory Care Practitioner as a Professional

22 Program Change: Respiratory Care, AS
First read: School of Health Professions, Cardiovascular Technology, AS Program proposals
23 New Course: CVT 1000 Introduction to Cardiovascular Technology
24 New Course: CVT 1800C Pre-Practicum I
25 New Course: CVT 1801C Pre-Practicum II
26 New Course: CVT 2205 Advanced Cardiac Care
27 New Course: CVT 2420 Invasive Cardiology I
28 New Course: CVT 2421 Invasive Cardiology II
29 New Course: CVT 2620 Non-Invasive Cardiology Technology I
30 New Course: CVT 2805 Cardiovascular Interventional Pre-Practicum
31 New Course: CVT 2842C Cardiovascular Simulation Practicum I
32 Course Change: CVT 1200 Cardiovascular Pharmacology
33 Course Change: CVT 2840L Cardiovascular Practicum II
34 Course Change: CVT 2841L Cardiovascular Practicum III
35 Course Change: CVT 2920 Cardiovascular Technologist as a Professional
36 Program Change: Cardiovascular Technology, AS

Attendance

FACULTY MEMBER	Present/Absent	Notes
Dr. Sheila Seelau, Chair	P	
Prof. Jeremy Pilarski, Vice Chair	P	
Dr. David Evans, Jr.	A	Proxy: Peterson
Prof. Randy Moffett	P	
Prof. Dani Peterson	P	
Dr. Monique Harrington	P	
Prof. Alisa Callahan	P	
Prof. Bill Van Glabek	P	
Dr. Julia Kroeker	P	
Prof. Debra Ebaugh	P	
Dr. Marsha Weiner	P	
Dr. Eric Commendatore	P	
Prof. Anthony Valenti	P	
Dr. Esmaeel Samaliazad	P	
Prof. William Stoudt	P	
Dr. Elizabeth Whitmer	P	

EX OFFICIO MEMBER	Present/Absent	Notes
Dr. Martin McClinton	P	
Dr. Deborah Teed	A	

Dr. Rebecca Harris	A	
Dr. Joseph Van Gaalen	P	
Dr. Brenda Knight	P	
Tim Maricle	P	
Dr. Ashley Kuhn	P	Temporary representative: Rachel Bussell

ACTION ITEMS

I. SCHOOL OF HEALTH PROFESSIONS PROPOSALS by PROGRAM:

A. SOCIAL AND HUMAN SERVICES, AS [Revised for second reading]

B. RESPIRATORY CARE, AS

C. CARDIOVASCULAR TECHNOLOGY, AS

Order of Proposals: Course Discontinuation, New Course, Course Change, Program Change

A. SOCIAL AND HUMAN SERVICES, AS [Second read]

ACTION ITEM	1
Type of proposal	Course Change
Presenter	Cristy Clark
HUS 2842L Counseling Residency I	Effective Date: Fall 2023
Summary	
<p>Course description: Added "pending site guidelines" to supervision clauses. Removed requirement for those currently employed in a related field to seek a residency that will provide a different experience.</p> <p>Residency hours: Decreasing required residency experience from 125 to 100 hours because students were having difficulty completing 125 residency hours in mini semester. Full semester course will replace mini semester, but course credits and faculty load remain the same. Students will meet weekly with the clinical coordinator to discuss residency experiences and will write reflection papers to fulfill course hour requirements.</p> <p>Prerequisites: Change from 'completion of 29 core credits plus 9 track credits' to 5 specific courses that will provide sufficient preparation to begin a residency in the 3rd year. Other programs in state allow students to start residency in 3rd semester with a similar set of prerequisites. The proposed prerequisites cover foundational topics to begin residencies (e.g., substance abuse, conflicts and crises, talking to clients, interviews, assessments, group work).</p> <p>Moving residency to the third semester will facilitate the course repeatability option (2x, up to 9 credits) for students who would like to explore more than one residency.</p> <p>"Other" course objectives: Deleted list numbering, standards from state Frameworks, and first objective, which was repeated from the GE Competency-supporting objectives.</p>	
2/3/23 & 3/3/23 Questions:	
<p>1. Course Description: Why remove the requirement for those already working to seek a different experience from current employment? No justification was given for this change. Not many students are working in the field yet, so this requirement is unnecessary. Students may use their current job placement to fulfill internship credits. Those who move into bachelor's degree programs will have additional opportunities.</p> <p>Course Description – add the statement as recommended by Tim Maricle.</p>	

Repeatability statement added to Course Description and note below deleted in final review of syllabus. Language edited on proposal to match.

2. **Credits/Clock Hours:** How are the clinical hours-to-credits calculated? Does decrease from 125 to 100 residency hours still equate to 3 credits? (e.g., if 45 hours = 1 credit, 100 hours is closer to 90 than to 135, or 2 credits vs. 3).

Stays 3 credits. To account for 1 credit, students will meet weekly via Zoom with the clinical coordinator who is licensed to discuss concerns, issues, and happenings at clinical site; write reflection papers, and complete a final project and presentation.

Please add this to Justification for Changes to clarify why clinical hours decrease does not affect credits assigned to the course.

3. **Workload:** The clinical hours are decreasing by 20%. Wouldn't this decrease faculty workload?

No. Program Coordinator position teaches 9 credit hours, holds weekly Zoom meetings with students in residencies, and does site visits.

4. **Impacts:** The impact of the decrease in residency hours on "total hours to complete the AS degree" is unclear. Although the clinical hours are reduced, if course credits remain the same, there is no change in the total credit hours toward degree. The total clinical hours required toward degree is not specified on the catalog page.

Please explain: "the recommendation is to replace it with Capstone to meet the 60 credit hours needed."

These statements were removed in final edits.

5. **Learning Objectives:** The goal is to bring CLOs up to a higher level.

In learning objective that begins, "Portray..." recommend adding punctuation to clarify clauses.

Learning objective that begins, "Understand..." – recommend selecting a higher-level Bloom's taxonomy verb that will facilitate assessment.

Dr. Harris will be guiding revisions of CLOs next AY after Simple Syllabus implementation.

6. **Counseling Residency I title:** This current course title is being retained to reflect the intent that each new enrollment (repeatable up to 3x) will be for a new experience.

7. **Repeatability: Question for Registrar:** Is the repeatability status mentioned on the syllabus encoded in Banner? (2x, up to 9 credits toward degree). Does this information need to appear on the course catalog page or program page?

The repeatability status is noted in Banner for this course. This information may also appear on the syllabus.

Motion to approve: Moffett; Second: Evans.

CURRICULUM ACTION

Accepted Accepted with Minor Corrections Postponed Denied

Final Attachments:

1) HUS 2842L Impact Report; 2) HUS 2842L Counseling Residency I - Syllabus 4-12-23.

ACTION ITEM	2
Type of proposal	Program or Certificate Change
Presenter	Cristy Clark

Human Services Generalist, CCC		Effective Date: Fall 2023	
Summary			
Delete HUS 2500 Issues and Ethics; material is covered in most other HUS courses. Replace with PSY 2012 <i>Introduction to Psychology</i> , which covers learning theories and applications. PSY 2012 meets program learning objectives in the State Frameworks. This change is being made in all 3 CCC's and the Social & Human Services, AS program.			
2/3/23 Comments – Items 2-4:			
<p>1. Please add reason for deleting HUS 2500 to the Justification. All courses cover ethics & special populations, so HUS 2500 is redundant. Plan to discontinue the course.</p> <p>If HUS 2500 duplicates material in other courses, please ensure course CLOs/program standards are distributed across other remaining courses in Framework Map. It would help us to see track changes on the Framework page and have a description of where content is covered in the Justification for Changes. See attachment in Social & Human Services, AS proposal: State Frameworks Curriculum maps (Spreadsheets include all CCCs as well as AS).</p> <p>2. Please clarify – Does PSY 2012 meet the same state Framework Standards as HUS 2500? These seem like very different courses. State Framework course mapping attached to Program Change Proposal. All program objectives are covered. The substitution course does not need to cover the same objectives.</p> <p>Questions addressed verbally at 2/3/23 meeting. Curriculog proposal and Framework Map were edited prior to the 3/3/23 meeting.</p>			
CURRICULUM ACTION			
<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Postponed	<input type="checkbox"/> Denied
Final attachments: Human Services Generalist CCC revised catalog page 11-16-22.docx			

ACTION ITEM	3		
Type of proposal	Program or Certificate Change		
Presenter	Cristy Clark		
Addiction Services, CCC		Effective Date: Fall 2023	
Summary			
Delete HUS 2500 Issues and Ethics; material is covered in most other HUS courses. Replace with PSY 2012 <i>Introduction to Psychology</i> , which covers theories of learning and applications of theories. PSY 2012 meets program learning objectives in the State Frameworks. This change is being made in all 3 CCC's and the Social & Human Services, AS program.			
CURRICULUM ACTION			
<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Postponed	<input type="checkbox"/> Denied
Final Attachments: Addiction Services CCC revised catalog page 11-15-22			

ACTION ITEM	4
Type of proposal	Program or Certificate Change

Presenter	Cristy Clark		
Youth Development Services, CCC	Effective Date: Fall 2023		
Summary			
Delete HUS 2500 <i>Issues and Ethics</i> , as material is covered in most other HUS courses. Replace with PSY 2012 <i>Introduction to Psychology</i> , which covers learning theories and applications. PSY 2012 meets program learning objectives in the State Frameworks. These course changes are being made in all 3 CCC's and the Social & Human Services, AS program.			
2/3/23 Comments:			
1. You note that PSY 2012 was "previously required." Please explain. This may add an important justification. If so, please copy the information to the other two CCC proposals as well. Explanation in AS proposal description, below. Justification wording adjusted in proposal.			
Motion to approve Items 2-4: Whitmer; Second: Van Glabek.			
CURRICULUM ACTION			
<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Postponed	<input type="checkbox"/> Denied
Final Attachment:			
Youth Development Services CCC revised catalog page FINAL 3-23-2023.docx			

ACTION ITEM	5		
Type of proposal	Program or Certificate Change		
Presenter	Cristy Clark		
Social and Human Services, AS	Effective Date: Fall 2023		
Summary			
S&HS, AS is under a new Program Director, who is reviewing the entire program to clean up and standardize requirements across CCCs, AS. PD was concerned that although about 100 students start the program each year, only about 5 complete it. Barriers to getting students to graduation included outdated and redundant courses, overstrict prerequisite structure, noncompletion of clinical requirements, and transferability issues.			
Articulation agreements with bachelor's degree programs are in the works. Our AS level courses need to meet lower-level requirements of those bachelor's programs for students to progress smoothly without having to make up coursework. The course changes proposed to the AS program are consistent with similar programs in Florida.			
Proposed changes will modernize and streamline the S&HS, AS curriculum by 1) removing low-enrollment, redundant, and outdated courses; 2) adding relevant General Education courses that meet the program learning outcomes required by State Frameworks; and add flexibility by 3) replacing Specialty Tracks with Electives options. Courses required to earn the Human Services Generalist CCC are now imbedded within AS Program Requirements. The new Elective groups allow students to complete an additional, related CCC or other courses of their choice.			
Courses to be deleted from program (will be taught out for current students):			
Courses have had consistently low enrollments and are being replaced, or material is integrated into other courses. Course Discontinuation Proposals will be submitted to CC after teach out.			
<ul style="list-style-type: none"> • HUS 2500: <i>Ethics</i> – covered in every course. • HUS 2551: <i>Multicultural applications</i> – covered in every course. 			

- HUS 2525: This course uses an Abnormal Psychology textbook and is misnamed as "Mental Health Issues." This course would need special approval for articulation, so replacing it with the commonly accepted Abnormal Psychology course, CLP 2140.
- HUS 2905 (from Program Requirements): *Independent Study* was used to prepare students to take a Human Services Board Practitioner exam which has no professional value.
- HUS 2843L *Counseling Residency II*: Removing from Tracks. HUS 2842L Counseling Residency I is repeatable up to 3x so there is no need for this course.

Courses added to Program Requirements: PSY 2012, CLP 1001, CLP 2140, SYG 1000, IDS 2891, and SLS 1515 (option for HUS 2315). Changes will allow students to complete the program in 2 years while meeting the State Frameworks.

- SYG 1000, CLP 1001, and PSY 2012 provide important material necessary for Social & Human Services students. PSY 2012 was previously required before the addition of a specified Civic Literacy course requirement; this redesign allows adding it back to the program.
- IDS 2891 CREATIVE Capstone: Although not required for AS programs, this course will help students prepare to do research relevant to this field. Exposure to varied fields of study may diversify their choices as students prepare for bachelor's degree programs.
- HUS 2842L *Counseling Residency I* moved from tracks to Program Requirements. Students must complete an internship to graduate. Under the current requirements, students must complete between 225-250 clinical hours by taking HUS 2842L and HUS 2843L and cannot enroll until their last semester due to a prohibitive list of prerequisites. Most programs in the state require 60-100 hours of clinicals. Under the new requirements, students will complete 100 clinical hours in HUS 2842L, which moves from the 4th to the 3rd semester so students can take advantage of repeatability (up to 3 times) by completing additional residencies in other areas. These changes will allow students to complete the program in 2 years while still meeting the state Frameworks.
- HUS 2315 *Behavior Modification* becomes optional to allow College Requirement SLS 1515 to fit within the 60 required credits toward the AS.

Electives (9 credits) replaces Specialty Tracks. To complete the AS degree, students may take any three additional 3-credit courses, or the 3 remaining courses required to earn the Addiction Services CCC, or the 3 remaining courses required to earn the Youth Development CCC. This model is less confusing and bulky than specified tracks. Students may take additional courses from BUS, PSY, SOC, etc. as they choose.

3/3/23 Comments and Questions:

- 1) **Justification for Changes:** Justifications for adding and deleting courses (summarized above) have been added to the proposal.
- 2) **Course Mapping to Frameworks:** Curriculum Map has been updated with tracked changes to match new configuration of courses to the Program Standards.

Chair note: Please discuss matching standards with Social Sciences Department faculty to ensure courses deliver the matched program outcomes.

- 3) **Catalog Page:**

Please see the "**Suggested S&HS AS revised catalog page**" from Student Affairs. When relevant, further adjustments to the program resulting from these discussions should be track-changed on this document.

In final review, proposal fields were matched to the catalog page with suggested changes from SA group. This catalog page was the final version in place at the time the proposal was approved.

Chair note: Catalog page has unresolved comments in the program description (narrative) section. These were meant for Program Director and Dean discussion and resolution rather than submission to Curriculum Committee. Please discuss and resolve final wording with the VPAA.

Motion to approve: Peterson; second: Van Glabek.

CURRICULUM ACTION

Accepted Accepted with Minor Corrections Postponed Denied

Final Attachments:

- 1) Social and Human Services AS – revised catalog page 4-12-23
- 2) Social & Human Services AS program changes spreadsheet – FINAL 4-12-23
- 3) Social&Human Services - State Frameworks Curriculum Maps 4-12-23 [1 attachment for Items 2-5]

B. RESPIRATORY CARE, AS [All first Read except Program Change proposal]

Attachments for all curricular changes to Respiratory Care AS program:

- Respiratory Care AS – All Excel worksheets 4-28-23 (includes the following files):
 - Respiratory Care AS – new course credit plan 2-26-23
 - Respiratory Care AS – Course changes in order of program progression
 - Respiratory Care AS – Course changes and Coreqs-Prereqs
 - Respiratory Care AS – CR changes and plan for failed courses
 - Respiratory Care AS – Credit and workload breakdown 12-2-2022
- Respiratory Care AS - Curriculum workshop 9-15-22
- Respiratory Care AS – FL Frameworks 2022-23
- Respiratory Care AS – Curriculum map to FL Framework
- Respiratory Care AS – mock board exam breakdown
- Respiratory Care AS – Removing Physics justification
- Respiratory Care AS 2023-24 catalog page with tracked changes 4-30-23

Course Discontinuation Proposal

ACTION ITEM	6		
Type of proposal	Course Discontinuation		
Presenter	Jean Newberry		
RET 1613C Cardiopulmonary Anatomy and Physiology	Effective Date: Fall 2023		
Summary			
The course number is incorrect for this didactic-only course – there is no “combined” lab or clinical component. In researching SCNS, the correct course number appears to be RET 1485. Therefore, to comply with state course numbering standards, RET 1613C is being discontinued. The Fall 2023 effective date was requested to bring the course into compliance asap; Dr. Bilsky approved.			

A New Course Proposal for RET 1485 has been submitted for the same meeting (see next item). Assuming the NCP is approved, students currently enrolled in the Respiratory Care, AS program who do not pass this first-year course by the end of Summer 2023 would be required to take the replacement course, RET 1485, next year.

Impacts: CC review confirms that RET 1613C has been deleted as a prerequisite on all RET courses listed below by Course Change Proposals. RET 1613C has been removed from the RC AS catalog page by a Program Change proposal.

Remove RET 1613C as Prerequisite: (Course Change proposals)

- RET 1832L (Course Change proposal – removed RET 1613C and replaced with RET 1485)
- RET 2234C
- RET 2254C
- RET 2714
- RET 2874L

Remove RET 1613C on the RC AS catalog page (Program Change proposal)

Comments:

1. **Retake issue:** Although RET 1485 would be listed as an equivalent course in Banner, would the grade replace an F in RET 1613C? Same number of credits. If not, RET 1613C should be retained until taught out for the current cohort.

See attachment: *Respiratory Care AS – CR changes and plan for failed courses.*

Overall GPA will not change, but program GPA will reflect the new course. Students will take new course RET 1485 the next year (also 2 credits). Students must also show competency in the other two courses taken in the same semester (RET 1007 and RET 1275C) even if they passed the first time. Students are given the new material and take the final exams in these courses. No “academic probation” will be noted on student records.

[Linked with Item 7 for vote.](#)

CURRICULUM ACTION

Accepted Accepted with Minor Corrections Postponed Denied

Attachments:

- 1) RET 1613C Impact report
- 2) Respiratory Care AS – CR changes and plan for failed courses

Registrar, please complete final cross-check for Impacts on CVT proposals:

1) Remove RET 1613C as Corequisite with:

- CVT 1200 (Course Change proposal)
- CVT 1800L (New Course proposal CVT 1800C)

2) Remove RET 1613C as Prerequisite for:

- CVT 1801L (New Course proposal CVT 1801C)
- CVT 2620C (New Course proposal CVT 2620)

3) Remove RET 1613C from the CVT, AS program (See CVT AS Program Change proposal).

New Course Proposal

ACTION ITEM	7
Type of proposal	New Course
Presenter	Jean Newberry

RET 1485 Cardiopulmonary Anatomy and Physiology		Effective Date: Fall 2023	
Summary			
<p>This is a new course in the RC AS program proposed as a replacement for RET 1613C, to which it will be equivalent. There is no lab component to this course, so the "C" designation was not appropriate. Course syllabus has been reworked to focus on CA&P relevant to RC AS majors.</p> <p>Prerequisite = RET 1024.</p> <p>No corequisites. [CRQ structure changed from RET 1613C; CVT 1200 and CVT 1800L will no longer be corequisites for this course, because the programs are separating.]</p> <p>Minimum grade to pass = C [Respiratory Care AS program standard]</p> <p>Impacts: None on Impact Report, verifying that this is a new course.</p> <ul style="list-style-type: none"> • CC review verifies that RET 1485 has replaced RET 1613C on the RC AS catalog page (see RC AS Program Change proposal). • RET 1485 is now listed as a prerequisite for RET 1832L. (see Comment 1 below) <p>Exception to calendar approved by Dr. Bilsky.</p>			
Comments:			
<p>1. Prerequisites: RET 1613C was removed as a PRQ to 2 CVT courses and 4 RET courses. Will this course replace it as a PRQ? If so, the Course Change Proposals for affected courses should be listed in the Impacts section of this proposal.</p> <p>Corequisites: RET 1613C was removed as a corequisite from CVT 1200 and CVT 1800L. Will this course become a corequisite? No coreqs are listed on this new course proposal.</p> <p>The Respiratory Care (RC AS) and CVT AS programs have separated all courses, including PRQs & CRQs, and the sequence of courses in the RC AS Program has been restructured. Because this is a limited access AS program, student cohorts are advised/enrolled in course blocks each semester. RET course prerequisites will generally be the RET courses completed in the previous semester. Corequisites are being removed to simplify future course changes.</p> <p>RET 1485 is a second-semester course. The only RET course required in the first semester is RET 1024, so RET 1024 becomes a prerequisite for RET 1485.</p> <p>In the new course sequencing for the RC AS, RET 1485 is a second semester course, so is listed as a prerequisite for RET 1832L, which is offered in summer after the first year (see RET 1832L Course Change proposal).</p> <p>2. Recommend rewording some CLOs for increased clarity and ease of assessment. For instance, "the student will demonstrate understanding and operational management for the scientific knowledge which underlies the physical and chemical properties of gaseous diffusion..."</p> <p>"the student will both discuss and demonstrate critical thinking regarding the integrative nature of..."</p> <p>Dr. Rebecca Harris will advise on CLO updates next AY after Simple Syllabus implementation.</p>			
Motion to approve Items 6 & 7: Moffett; second: Commendatore.			
CURRICULUM ACTION			
<input checked="" type="checkbox"/> Accepted	<input checked="" type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Postponed	<input type="checkbox"/> Denied
<p>Note: Discrepancies between proposal and syllabus found in final review. Comments added to Curriculog to clarify which version is correct. Since proposal postdates the syllabus which was uploaded 11/22/22, CC Chair created new version of syllabus to match wording in pertinent proposal fields. Prof. Newberry approved by email.</p>			

Final Attachments:

- 1) RET 1485 Impact Report
- 2) RET 1485 Cardiopulmonary Anatomy and Physiology – Syllabus 4-12-23

Course Change Proposals

ACTION ITEM	8		
Type of proposal	Course Change		
Presenter	Jean Newberry		
RET 1024 Introduction to Cardiopulmonary Technology	Effective Date: Fall 2023		
Summary			
<p>Changes made to course description, topic outline, and course learning objectives. RC AS and CVT AS programs have shared this course in the past, but plan to separate curricula beginning Fall 2023. Because CVT will create its own version of this course, RET 1024 is refocused on respiratory care issues, and references to the CVT program and its professional responsibilities have been deleted.</p> <p>Change Prerequisite to remove "Permission to enter the Cardiovascular Program," while retaining "permission to enter the Respiratory Care program."</p> <p>Impacts:</p> <ul style="list-style-type: none"> • Retain as prerequisite to RET 1007 and RET 1275C [no proposals needed]. RET 1024 content changes will not affect these courses. • RET 1613C being discontinued and replaced with new course RET 1485, which retains RET 1024 as a prerequisite. (Verified on RET 1485 New Course proposal.) <p>Motion to approve: Van Glabek; Second: Whitmer.</p>			
CURRICULUM ACTION			
<input type="checkbox"/> Accepted	<input checked="" type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Postponed	<input type="checkbox"/> Denied
Notes: Minor corrections made following committee approval.			
<p>1) Course Description discrepancy between proposal and syllabus found in final review. Syllabus edited to match proposal language.</p> <p>Final attachments:</p> <ol style="list-style-type: none"> 1) RET_1024 Impact report 2) RET 1024 Introduction to Cardiopulmonary Technology – syllabus 4-17-23. <p>Registrar, please cross-check CVT proposals and catalog pages:</p> <p>Impacts on CVT, AS and related courses:</p> <ul style="list-style-type: none"> • Remove as prerequisite to CVT 1200 (Course Change proposal). • CVT 1800L is being discontinued and replaced with New Course CVT 1800C, which will not list RET 1024 as a prerequisite. (New Course proposal for CVT 1800C) • AS Cardiovascular Technology (Program Change proposal - delete this course) 			

ACTION ITEM	9
Type of proposal	Course Change
Presenter	Jean Newberry

RET 1007 Respiratory Care Pharmacology	Effective Date: Fall 2023		
Summary			
<p>Credits change from 2 to 3, and faculty load from 2 to 3 hours. There has long been a need for more time in this didactic course to cover increased pharmacological information (e.g., new medicines including biologics) to stay current in this field. This topic weighs heavily in board exams for licensure as a Respiratory Care professional, so increasing the time spent on more detailed information will benefit students. This update will also better prepare students for clinicals.</p> <p>Impacts:</p> <ul style="list-style-type: none"> • Respiratory Care AS (Program Change proposal – RET 1007 credits increased to 3). • RET 2234C (Course Change proposal: Credit reduction to offset increase in RET 1007). • Prerequisite for RET 1832L Clinical Practicum I – no impact on course; students will be better prepared for a variety of placements by increased coverage of new pharmacology. 			
Motion to approve: Van Glabek; Second: Peterson.			
CURRICULUM ACTION			
<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Postponed	<input type="checkbox"/> Denied
Final Attachments:			
1) RET 1007 Impact Report			
2) RET 1007 Respiratory Care Pharmacology – syllabus 4-15-23			

ACTION ITEM	10		
Type of proposal	Course Change		
Presenter	Jean Newberry		
RET 1275C Clinical Care Techniques	Effective Date: Fall 2023		
Summary			
<p>Proposed changes correct a longstanding error. Course credits will decrease from 4 to 3, and faculty workload decreases from 6 to 5 hours to meet FSW hours-per-credit rules. This course has always been scheduled for 2 hours didactic plus a 3-hour laboratory each week. This equates to 2 + 1 = 3 credits for lecture + lab, and 2 + 3 = 5 hours faculty workload.</p> <p>Impacts:</p> <ul style="list-style-type: none"> • AS Respiratory Care (Program Change proposal verified – RET 1275C credits decreased to 3). • No impact on RET 1832L, for which this course is a prerequisite. 			
Motion to approve: Van Glabek; Second: Whitmer.			
CURRICULUM ACTION			
<input type="checkbox"/> Accepted	<input checked="" type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Postponed	<input type="checkbox"/> Denied
Comments: Minor corrections made following committee approval.			
1) Prerequisites: Changed syllabus to match proposal field, which auto populated from Banner. Proposal field reads, "RET 1024 with a grade of "C" or better" but syllabus said, "RET 1024." Because most RET courses list the minimum grade requirement, it was added to the syllabus for this course.			
2) Topic outline adjusted for clarity and brevity, and formatting restored (after being removed by accessibility program run-through). Program Director should review final wording.			
Final Attachments:			

- 1) RET 1275C Impact report
- 2) RET 1275C Clinical Care Techniques – syllabus 4-15-23

ACTION ITEM	11
Type of proposal	Course Change
Presenter	Jean Newberry
RET 1832L Clinical Practicum I	Effective Date: Fall 2023

Summary

Course Description: Replaced “cardiopulmonary laboratory” with “simulation hospital” due to separation of RC and CVT AS programs. Last line deleted, as students cannot be guaranteed “practice in realistic clinical environments in at least 2 local hospitals during this 6 week rotation.”

Prerequisites changed to delete RET 1613C, which is being discontinued and replaced with RET 1485. RET 1485 replaces RET 1613C in the list of prerequisites for this course which become: *RET 1007, RET 1275C, and RET 1485, all with a grade of “C” or better.*

Impacts:

- **Respiratory Care AS program** – Proposed changes will not affect program page. Course sequencing will be on advising sheets and is in the Excel attachment to the RC AS Program proposal in Curriculog.

NOTE: In final review, RC AS proposal and catalog page errors were found and corrected: Course was listed as RET 1832 on proposal; added L. Credits were changed from 1 to 3, but this proposal does not support such a change. This course is worth 1 credit. CC Chair rejected the change of credits on the catalog page. Fixed the proposal’s Program Changes field by changing “to” credits from 3 to 1 and noted (no change) in Comments.
- RET 1832L will be a **prerequisite for RET 2234C, RET 2714, and RET 2254C** (see Course Change proposals and RC AS course sequencing attachment).

The changes to the prerequisites and course description for RET 1832L should not impact subsequent courses for which RET 1832L is a prerequisite.

CC review verified that these Course Change proposals list RET 1832L as a Prerequisite, and Justification is provided.

Motion to approve: Commendatore; Second: Van Glabek.

CURRICULUM ACTION

Accepted Accepted with Minor Corrections Postponed Denied

Comments: Minor corrections made following committee approval.

1. **Course Description:** In final review, discrepancies in the Course Description were noted between the syllabus and auto-populated proposal field. CC Chair added a change of Course Description to the proposal and entered the language from the syllabus in the relevant proposal fields. Program Director reviewed and approved these changes.

Final Attachments:

- 1) RET 1832L Impact report
- 2) RET 1832L Clinical Practicum I syllabus 4-15-23

ACTION ITEM	12
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Type of proposal	Course Change		
Presenter	Jean Newberry		
RET 2234C Respiratory Therapeutics	Effective Date: Fall 2023		
Summary			
Proposed changes correct a long-standing error in course credits and faculty workload hours to meet FSW hours-per-credit rules. The course is scheduled for 3 hours didactic plus a 3-hour laboratory each week. This equates to 3 + 1 = 4 credits for lecture + lab, and 3 + 3 = 6 hours workload. By this proposal, the course credits decrease from 6 to 4, and faculty workload decreases from 8 to 6 hours.			
Change to prerequisite: Delete RET 1613C, which is being discontinued. Change to <i>RET 1832L with a grade of "C" or better</i> . In the reconfiguration of the Respiratory Care, AS program, RET 1832L is the immediately preceding course (taken in summer) for all Fall Year 2 courses.			
Impacts:			
<ul style="list-style-type: none"> AS Respiratory Care program: Change of credits noted on Program Change proposal submitted for same meeting. RET 2875L and RET 1007 Course Change proposals: 1 credit added to each to offset decreased credits in RET 2234C. 			
Registrar: Please remove course from CVT, AS program (listed on Impact Report). This course was never required for the CVT AS program.			
Motion to approve: Moffett; Second: Whitmer.			
CURRICULUM ACTION			
<input type="checkbox"/> Accepted	<input checked="" type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Postponed	<input type="checkbox"/> Denied
Comments:			
1) Syllabus sections III & IV (topic outline and CLOs) updated to standard formatting on final review.			
Final Attachments:			
1) RET 2234C Impact Report			
2) RET 2234C Respiratory Therapeutics – syllabus 4-15-23			

ACTION ITEM	13		
Type of proposal	Course Change		
Presenter	Jean Newberry		
RET 2254C Respiratory Care Assessment	Effective Date: Fall 2023		
Summary			
Proposed changes correct a long-standing error in course credits and faculty workload hours to meet FSW hours-per-credit rules. The course is scheduled for 3 didactic hours plus a 3-hour laboratory each week. This equates to 3 + 1 = 4 credits for lecture + lab, and 3 + 3 hours = 6 hours of workload. By this proposal, the course credits decrease from 6 to 4, and faculty workload decreases from 8 to 6 hours.			
Change to prerequisite: Delete RET 1613C, which is being discontinued. Change to <i>RET 1832L with a grade of "C" or better</i> . In the reconfiguration of the Respiratory Care, AS program, RET 1832L is the immediately preceding course (taken in summer) for all Fall Year 2 courses.			

<p>Change to corequisite: From RET 2234C to <i>RET 2234C and 2874L</i>. Clinical competencies associated with this course are demonstrated in RET 2874L. All 3 courses are taken in the same semester.</p> <p>Impacts:</p> <ul style="list-style-type: none"> AS Respiratory Care program – Credit change and course sequencing in Program Change Proposal submitted for same meeting. RET 2875L Course Change proposal: 2 credits added to offset decreased credits in RET 2254C.
<p>Registrar: Please remove course from CVT, AS program (listed on Impact Report).</p>
<p>Motion to approve Items 12-13: Moffett; Second: Whitmer.</p>
<p>CURRICULUM ACTION</p>
<p><input type="checkbox"/> Accepted <input checked="" type="checkbox"/> Accepted with Minor Corrections <input type="checkbox"/> Postponed <input type="checkbox"/> Denied</p>
<p>Comments:</p> <p>1) Syllabus sections III & IV (topic outline and CLOs) updated to standard formatting on final review.</p>
<p>Final Attachments:</p> <p>1) RET 2254C Impact report 2) RET 2254C Respiratory Care Assessment – syllabus 4-15-23</p>

ACTION ITEM	14
Type of proposal	Course Change
Presenter	Jean Newberry
RET 2714 Neonatal-Pediatric Respiratory Care	Effective Date: Fall 2023
Summary	
<p>Reduce credit hours from 3 to 2, and faculty workload from 3 to 2 hours for this didactic course. Current instruction can fulfill the learning objectives in less time than is currently allotted. An analysis of local area practice and the focus of board exams shows less detailed coverage will serve students as well. This will free a credit to be used elsewhere in the program where it is needed.</p> <p>Changed course description and topic outline by deleting neonatal/pediatric mechanical ventilation, nitric oxide administration, and extracorporeal membrane oxygenation. CLOs adjusted.</p> <p>Prerequisites change from RET 1613C (being discontinued) to <i>RET 1832L with a grade of "C" or better</i>. In the reconfiguration of the Respiratory Care, AS program, RET 1832L is the immediately preceding course (taken in summer) for all Fall Year 2 courses.</p> <p>Impacts:</p> <ul style="list-style-type: none"> Respiratory Care, AS program – Credit change and course sequencing in Program Change Proposal submitted for same meeting. 	
<p>Registrar: Please remove course from CVT, AS (listed on Impact Report).</p>	
<p>Motion to approve: Van Glabek; Second: Commendatore.</p>	
CURRICULUM ACTION	
<p><input type="checkbox"/> Accepted <input checked="" type="checkbox"/> Accepted with Minor Corrections <input type="checkbox"/> Postponed <input type="checkbox"/> Denied</p>	
<p>Comments: Minor corrections made following committee approval.</p> <p>1) Syllabus sections III & IV (topic outline and CLOs) updated to standard formatting on final review.</p>	

2) Topic outline on syllabus and proposal were slightly different. Syllabus changed to match proposal. **Program Director** reviewed and approved final syllabus wording.

Final Attachments:

- 1) RET 2714C Impact report
- 2) RET 2714 Neonatal-Pediatric Respiratory Care – syllabus 4-15-23

ACTION ITEM	15		
Type of proposal	Course Change		
Presenter	Jean Newberry		
RET 2874L Clinical Practicum II		Effective Date: Fall 2023	
Summary			
<p>Credits change from 1 to 6 to meet FSW hours-to-credits rule (3 hours/wk/credit in class, 3 hours/wk/credit out of class student workload). Students spend 300 hours in a clinical setting over the semester, so their time commitment = 300 hrs/(15 wks) = 20 hrs per week. This equates to roughly 3.33 hours/week per credit = 18 hrs = for a total of 6 credits.</p> <p>No change to faculty workload. Clinical hours are supervised by the program coordinator.</p> <p>Prerequisites change from RET 1613C (discontinued) to <i>RET 1832L with a grade of "C" or better</i>. In the reconfiguration of the Respiratory Care, AS program, RET 1832L is the immediately preceding course (taken in summer) for all Fall Year 2 courses.</p> <p>Impacts:</p> <ul style="list-style-type: none"> • Respiratory Care, AS (Program Change proposal). In final review, RC AS proposal and catalog page error corrected by changing new credits from 5 to 6. • [5 credit increase will be offset by decreases in credits in RET 2264 and RET 2264L (1 CR each – see Course Change proposals) and by deleting Physics from the General Education Requirements (3 CR – see Program Change proposal).] 			
Registrar: Please remove course from CVT AS program (listed on Banner Impact Report).			
Items 15-17 were heard together.			
CURRICULUM ACTION			
<input type="checkbox"/> Accepted	<input checked="" type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Postponed	<input type="checkbox"/> Denied
Minor corrections: Information and explanations in green above added to Curriculog proposal fields.			
Final Attachments:			
1) RET 2874L Impact Report			
2) RET 2874L Clinical Practicum II – syllabus 4-15-23			

ACTION ITEM	16		
Type of proposal	Course Change		
Presenter	Jean Newberry		
RET 2875L Clinical Practicum III		Effective Date: Fall 2023	
Summary			
<p>Credits change from 1 to 6 to meet FSW hours-to-credits rule (3 hours/wk/credit in class, 3 hours/wk/credit out of class student workload). Students spend 300 hours in a clinical setting over</p>			

the semester, so their time commitment = 300 hrs/(15 wks) = 20 hrs per week. This equates to roughly 3.33 hours/week per credit = 18 hrs = for a total of **6 credits**.

No change to **faculty workload**. Clinical hours are supervised by the program coordinator.

Corequisites changed from "RET 2244, RET 2264, RET 2264L, RET 2295" to *RET 2295 – Pulmonary Studies*, which provides the content that is applied in this practicum. [Other 3 corequisites are being removed to simplify future course changes. All 4 courses will still be taken in the same semester.]

Impacts:

- **Respiratory Care, AS (Program Change proposal) In final review, RC AS proposal and catalog page error corrected by changing new credits from 5 to 6.**
- [5-credit increase will be offset by decreases in credits in RET 2714, RET 1275C, RET 2234C (1 credit each), and RET 2254C (2 CR). (Course change proposals)]

The 1 credit decrease listed for RET 2234C is incorrect, as 2 credits were deleted from that course. However, the offsets only need to appear on the RC AS Program Change proposal.

Questions:

1) Is a corresponding Course Change proposal for RET 2295 needed to adjust its corequisites?

No Course Change proposal submitted for this meeting, and the corequisites are not changed on the course syllabus. This may be considered for future action.

Items 15-17 were heard together.

CURRICULUM ACTION

Accepted Accepted with Minor Corrections Postponed Denied

Final Attachments:

- 1) RET 2875L Impact report
- 2) RET 2875L Clinical Practicum III – syllabus 4/15/23

ACTION ITEM	17		
Type of proposal	Course Change		
Presenter	Jean Newberry		
RET 2876L Clinical Practicum IV	Effective Date: Fall 2023		
Summary			
<p>Credits change from 3 to 4 because students are spending more time in clinical than they are credited for. Students spend 180 hours in a clinical setting during the Summer A term. By FSW hours-per-credit rules, 180 hours/15 wks = 12 hrs/wk student time; 1 CR = 3 hrs in class/out of class per week = 4 credits.</p>			
Impacts:			
<ul style="list-style-type: none"> • Respiratory Care, AS (Program Change Proposal lists credit change.) • [1 credit increase will be offset by 1 credit decrease in RET 2930 (Course Change proposal)] 			
Motion to approve Items 15-17: Van Glabek; Second: Whitmer.			
CURRICULUM ACTION			
<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Postponed	<input type="checkbox"/> Denied
Final Attachments:			
1) RET 2876L Impact report			

2) RET 2876L Clinical Practicum IV – syllabus 4/15/23

ACTION ITEM	16		
Type of proposal	Course Change		
Presenter	Jean Newberry		
RET 2264 Advanced Mechanical Ventilation	Effective Date: Fall 2023		
Summary			
<p>Credits decreased from 4 to 3, and faculty workload from 4 to 3 hours for this didactic course. This 4-credit course has been meeting for 3 hours/week and fulfilling all required course learning objectives. The credit adjustment reflects current practice and aligns with FSW’s hours-to-credits rules (3 hours lecture/week = 3 credits).</p> <p>Topic outline has been slightly modified, adding <i>medical ethics</i> coverage.</p> <p>No changes to course description or course learning objectives are necessary.</p> <p>Impacts:</p> <ul style="list-style-type: none"> Respiratory Care, AS (Program Change Proposal lists credit change) [Reduced credit will be offset by increasing RET 2874L by one credit (Course Change proposal).] <p>Note: RET 2874L was increased by 5 credits, with credit offsets across multiple courses. This information only needs to appear on the RC AS Program Change proposal and catalog page wherein all credits sum to the total for the requirements category in which they fit.</p>			
Items 16 & 17 were heard together.			
CURRICULUM ACTION			
<input type="checkbox"/> Accepted	<input checked="" type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Postponed	<input type="checkbox"/> Denied
Final Attachments:			
1) RET 2264 Impact report			
2) RET 2264 Advanced Mechanical Ventilation – syllabus 4/15/23			

ACTION ITEM	17		
Type of proposal	Course Change		
Presenter	Jean Newberry		
RET 2264L Advanced Mechanical Ventilation Laboratory	Effective Date: Fall 2023		
Summary			
<p>Reduce credits from 2 to 1, and faculty workload from 6 to 3 hours. This course has been assigned 2 credits for 6 lab hours but has been meeting for 3 hours/week and achieving the course learning objectives. The Respiratory Care department, graduates, and advisory board agree that the additional credit (3 hours/week lab) is not necessary.</p> <p>Course Description: In final review, slight differences between Banner and syllabus were noted. Course Description changes were added to the proposal with edits to clean up grammar and minor wording changes to simplify and clarify course goals for students.</p> <p>Impacts:</p> <ul style="list-style-type: none"> Respiratory Care, AS (Program Change proposal lists credit change) [Reduced credit will be offset by increasing RET 2874L by one credit.] (See note on Item 16) 			
Motion to approve Items 16-17: Peterson; second: Harrington.			

CURRICULUM ACTION			
<input type="checkbox"/> Accepted	<input checked="" type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Postponed	<input type="checkbox"/> Denied
Final Attachments:			
1) RET 2264L Impact report			
2) RET 2264L Advanced Mechanical Ventilation Laboratory – syllabus 4-30-23			

ACTION ITEM	18
Type of proposal	Course Change
Presenter	Jean Newberry
RET 2244 Critical Care Applications	Effective Date: Fall 2023
Summary	
<p>Course description refocused on Respiratory Care procedures and devices and deleted those associated with CVT AS program. In the second sentence, delete <i>Intra-Aortic balloon pumping, Swan-Ganz monitoring, and oxygen delivery devices</i>. Add <i>Ventricular Assist devices, Hemodynamics</i>.</p> <p>Topic outline changes: Delete <i>the heart as a pump, arterial pressure monitoring, intra-aortic balloon pump, cardiovascular pharmacology, oxygen delivery devices and emergency airways</i>; add <i>ventricular assist devices and critical care pharmacology</i>.</p> <p>Impacts: These changes do not impact other courses or the RC AS program.</p>	
Comments:	
<p>1) Justification – Add explanation for changes to course description and topic outline.</p> <p>2) Remove prerequisites for CVT students from syllabus and add this change to proposal if CVT AS changes are approved.</p>	
<p>Moffett: Motion to approve with minor corrections, <i>pending passage of linked Course Change proposal for CVT 2205 Advanced Cardiac Care</i>, which is presented for first read at this meeting. [Motion withdrawn.]</p> <p>Can still move forward with RC AS Program Change Proposal without this course.</p>	

CURRICULUM ACTION			
<input type="checkbox"/> Accepted	<input type="checkbox"/> Accepted with Minor Corrections	<input checked="" type="checkbox"/> Postponed	<input type="checkbox"/> Denied
4/30/23 NOTE: All CVT AS proposals were approved on 4/7/23.			
4/30/23 Comments:			
<p>1) Justification was amended to include explanation for CD & TO changes.</p> <p>2) Prerequisites for CVT students were removed from the syllabus and proposal fields following approval of all CVT, AS proposals at the 4/7/23 meeting.</p> <p>Justification & changes: RET AS and CVT AS programs are separating all curriculum, as approved at 3/3/23 and 4/7/23 CC meetings. Because CVT AS students will no longer be taking this course, the prerequisites were changed to list only courses which are taken by RET AS students: RET 2234C, RET 2254C, RET 2714, and RET 2874L, all with a grade of "C" or better.</p> <p>3) Corequisites: In final review, discrepancies between the proposal and syllabus were noticed. The syllabus says, "none" but Banner imported RET 2264, RET 2264L, RET 2295, and RET 2875L. Because no changes to Corequisites were proposed, and all 4 courses are listed on the "RC AS Course changes and Coreqs-Prereqs" document, these courses were added as Corequisites to the syllabus.</p>			

NOTE:

THIS COURSE CHANGE PROPOSAL WAS NOT BROUGHT TO A VOTE BY CURRICULUM COMMITTEE. IT WAS POSTPONED PENDING APPROVAL OF CVT AS PROPOSALS.

At the 3/3 meeting, Jean agreed to the postponement and bringing this proposal back once the CVT proposals passed. This proposal will need a committee vote because it includes changes to the course description, topic outline, prerequisites and corequisites.

The CVT AS proposals were approved at the 4/7/23 CC meeting. However, we forgot about this proposal. It did not make it onto either the 4/7 or 4/21 agendas.

It will most likely need to be brought back in Fall 2023 with all edits made above, or as amended by RET AS faculty.

Attachments uploaded to Curriculog 4/30/23:

- 1) RET 2244 Impact report
- 2) RET 2244 Critical Care Applications – syllabus 4-30-23
- 3) Respiratory Care AS – Course changes and Coreqs-Prereqs.xlsx (supporting document)

ACTION ITEM	21	
Type of proposal	Course Change	
Presenter	Jean Newberry	
RET 2930 Respiratory Care Practitioner as a Professional	Effective Date: Fall 2023	
Summary		
<p>Change credits from 2 to 1, and faculty workload from 2 to 1 hour. This course prepares students to obtain credentials, licensure, and their first employment as a Respiratory Care professional. A committee including advisory board members, graduates, faculty and staff determined that the course objectives can be met in 1 credit hour. Offered in Summer A.</p> <p>Change Course Description: Added <i>preparing cover letter</i>; specified interviewing skills for Respiratory Care Practice; deleted <i>medical ethics</i> and <i>medical errors</i>, which are covered in other courses. [Reinserted last sentence re: "coverage of licensure procedures" which was not meant to have been deleted.]</p> <p>Topic outline: Delete ethical and legal health care issues (RET 2264, 2254 & in clinics), ACLS – covered in other courses (2244).</p> <p>Deleted GE Integral Competency: <i>Research</i> and two supporting learning outcomes involving <i>ethical and legal issues</i> and <i>causes of medical errors and their remediation</i>.</p> <p>Impacts:</p> <ul style="list-style-type: none"> • Respiratory Care, AS (Program Change proposal notes change of credits) • [1 credit decrease is offset by increasing RET 2876L by 1 credit. Course Change proposal submitted for same meeting.] 		
Comments:		
<p>1) If course prepares students for obtaining credentials and licensure, why delete coverage of licensure procedures from the course description? "Path to licensure in FL" is still included under topic outline.</p> <p>Did not mean to delete the last sentence. Rejected this change on the syllabus.</p>		

- 2) Changes to CLOs only leave one: *writing resume and cover letter to prepare for professional interview*. Recommend reviewing course description, topic outline, course coverage to expand course learning objectives.

Dr. Harris plans to lead all-faculty discussion of writing CLOs in AY 2023-24.

Motion to approve: Pilarski; Second: Peterson.

CURRICULUM ACTION

Accepted Accepted with Minor Corrections Postponed Denied

Note:

- 1) **Prerequisites differ on syllabus vs. proposal**, which was populated from Banner. Banner and "Coreq/Prereq" attachment list only RET 2264 and RET 2264L, but syllabus lists all four courses taken in the immediately previous semester (Spring Yr 2).

Because no changes were proposed, syllabus has been edited to list only: RET 2264 & RET 2264L, both with a grade of "C" or better.

Final Attachments:

1) RET 2930 Impact report

2) RET 2930 Respiratory Care Practitioner as a Professional – syllabus 4-30-23

Program Change Proposal

ACTION ITEM	22		
Type of proposal	Program or Certificate Change		
Presenter	Jean Newberry		
RESPIRATORY CARE, AS	Effective Date: Fall 2023		
Summary			
<p>Program changes include adjustments to credit hours for didactic, laboratory, and clinical courses to meet FSW hours-to-credits rules, and corresponding changes to faculty workloads. Clinicals did not award students enough credits for the hours spent on sites, and laboratory credits were overestimated. At least two laboratory courses were meeting for fewer hours than their credits allowed, but covering all course learning objectives, so credits were reduced. These changes were supported by a committee of faculty, staff, graduates, and advisory board members.</p> <p>RET 1613C was discontinued and replaced with new course RET 1485 with the same name: Cardiopulmonary Anatomy and Physiology. This course number is consistent with SCNS. The change reflects a separation of RET and CVT AS courses that were formerly shared.</p> <p>The General Education Physics requirement has been deleted to make room for credit increases in RET Program Requirement courses. The physics material is covered in a combination of RET courses (see attachment), and GE Natural Sciences are more than fulfilled by 12 credits of other coursework.</p> <p>The three course changes and all credit hour changes have been marked on the track-changed catalog page attachment. General Education and Program Requirements credits have been adjusted accordingly (to 28 and 45 hours, respectively), and all credit changes fit within the program total of 76 credits.</p>			
Motion to approve: Van Glabek; Second: Pilarski/Peterson.			
CURRICULUM ACTION			
<input type="checkbox"/> Accepted	<input checked="" type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Postponed	<input type="checkbox"/> Denied
Comments:			

In final review, RC AS proposal and catalog page errors were found and corrected:

- RET 1832L was listed as RET 1832 on proposal; added L.
- RET 1832L credits were changed on proposal and catalog page from 1 to 3, but RET 1832L Course Change proposal did not specify any credit changes for this 1-credit course. CC Chair rejected the change of credits on the catalog page and fixed the proposal's Program Changes field by changing "to" credits on RET 1832L from 3 to 1, noting "no change" in Comments.
- RET 2874L and RET 2875L both increased from 1 to 6 credits by Course Change proposals, but the RC AS proposal and catalog page only listed 5 credits for each course. Changed Program Changes proposal field and catalog page to 6 credits for these two courses.

Final Attachments:

- 1) Respiratory Care AS 2023-24 catalog page with tracked changes 4-30-23
- 2) Respiratory Care AS – All Excel worksheets.xlsx
[See full list at the beginning of section B.]

C. Cardiopulmonary Technology, AS program [first read]

All CVT proposals will go to second read at 4/7/23 Curriculum Committee meeting.

New Course Proposals

ACTION ITEM	23		
Type of proposal	New Course		
Presenter	Raymond Lenius		
CVT 1000 Introduction to Cardiovascular Technology	Effective Date: Fall 2023		
Summary			
CVT AS and RET AS are separating all curriculum. This CVT course replaces RET 1024 with the same title (consistent with SCNS). Cardiovascular content expanded and respiratory content decreased compared to RET 1024. 3 credits.			
Corequisites: CVT 1200, CVT 1800L (New Course = 1800C, pending approval)			
Prerequisite: Admission to the CVT program			
Attachments: CVT 1000 syllabus; Summary of related CVT proposals.			
Comments:			
1) Corequisite will be CVT 1800C, not L – pending acceptance of New Course proposal for 1800C. Coreqs = all courses taken in same semester (Fall year 1).			
2) No impact report. Necessary for all new courses. Will be "blank" for new courses, which shows that it is not active in Banner and has not been offered.			
CURRICULUM ACTION			
<input type="checkbox"/> Accepted	<input type="checkbox"/> Accepted with Minor Corrections	<input checked="" type="checkbox"/> Postponed	<input type="checkbox"/> Denied

ACTION ITEM	24
Type of proposal	New Course
Presenter	Raymond Lenius

CVT 1800C Pre-Practicum I	Effective Date: Fall 2023
Summary	
[Replaces CVT 1800L.] This course combines 2 hours of didactic with 6 hours of laboratory each week (2 + 2 = 4 credits), so has been reconstructed as a "C" course, consistent with SCNS. The faculty load is 2 + 6 = 8 hours.	
Corequisites: CVT 1000, CVT 1200	
Prerequisite: Admission to the CVT program	
Attachments: CVT 1800C syllabus, CVT 1800C impact report; Summary of related CVT proposals.	
Comments:	
1) No impact report. Necessary for all new courses.	
CURRICULUM ACTION	
<input type="checkbox"/> Accepted	<input type="checkbox"/> Accepted with Minor Corrections
<input checked="" type="checkbox"/> Postponed	<input type="checkbox"/> Denied

ACTION ITEM	25
Type of proposal	New Course
Presenter	Raymond Lenius
CVT 1801C Pre-Practicum II	Effective Date: Fall 2023
Summary	
[Replaces CVT 1801L.] This is a combined didactic plus laboratory course so is being reconfigured as a "C" course, consistent with SCNS and FSW rules. This 4-credit course consists of 2 lecture and 6 lab hours per week, with a faculty load of 8 hours.	
Prerequisites: CVT 1000, CVT 1200, and CVT 1800C	
Corequisites: CVT 2420, CVT 2620	
Attachments: CVT 1801C syllabus; Summary of related CVT proposals.	
Comments:	
1) No impact report. Necessary for all new courses.	
CURRICULUM ACTION	
<input type="checkbox"/> Accepted	<input type="checkbox"/> Accepted with Minor Corrections
<input checked="" type="checkbox"/> Postponed	<input type="checkbox"/> Denied

ACTION ITEM	26
Type of proposal	New Course
Presenter	Raymond Lenius
CVT 2420 Invasive Cardiology I	Effective Date: Fall 2023
Summary	
[Replaces CVT 2420C.] This is a didactic course with no laboratory component, so the "C" designation was incorrect. The new course is 3 credits with faculty workload of 3 hours.	
Prerequisites: CVT 1000 and CVT 1200	
Corequisites: CVT 1801C, CVT 2620	
Attachments: CVT 2420 syllabus; Summary of related CVT proposals.	

Comments:			
1) No impact report. Necessary for all new courses.			
2) From LS: "The pre-reqs for the C and L courses will be the C or L course in the semester before. The pre-reqs for the didactic course are based on faculty/staff input."			
CURRICULUM ACTION			
<input type="checkbox"/> Accepted	<input type="checkbox"/> Accepted with Minor Corrections	<input checked="" type="checkbox"/> Postponed	<input type="checkbox"/> Denied

ACTION ITEM	27		
Type of proposal	New Course		
Presenter	Raymond Lenius		
CVT 2620 Non-Invasive Cardiology Technology I	Effective Date: Fall 2023		
Summary			
[Replaces CVT 2620C.] This is a didactic course with no laboratory component. This didactic course is 3 credits (3 lecture hours).			
Prerequisites: CVT 1000, CVT 1200, CVT 1800C			
Corequisites: CVT 1801C, CVT 2420			
Attachments: CVT 2620 syllabus, CVT 2620C impact report; Summary of related CVT proposals.			
Comments:			
1) Add Impact report.			
Dr. Harris: The slide lists 3 credit hours (2 lecture hours) – this is incorrect.			
CURRICULUM ACTION			
<input type="checkbox"/> Accepted	<input type="checkbox"/> Accepted with Minor Corrections	<input checked="" type="checkbox"/> Postponed	<input type="checkbox"/> Denied

ACTION ITEM	28		
Type of proposal	New Course		
Presenter	Raymond Lenius		
CVT 2205 Advanced Cardiac Care	Effective Date: Fall 2023		
Summary			
This 3-credit didactic course replaces RET 2244 in the curriculum and emphasizes cardiovascular issues while decreasing respiratory coverage. Course description:			
<ul style="list-style-type: none"> This course presents an in-depth study of critical care hemodynamic measurements for medical, surgical, and emergency patients. Intra-Aortic balloon pumping, Swan-Ganz monitoring, artificial airways, oxygen delivery devices, cardiovascular pharmacology, and basic ACLS algorithms are also presented. 			
Prerequisites: CVT 1200 and CVT 2420			
Corequisites: CVT 2421, CVT 2840L			
Attachments: CVT 2205 syllabus; Summary of related CVT proposals.			
Comments:			
1) No impact report. Necessary for all new courses.			

CURRICULUM ACTION			
<input type="checkbox"/> Accepted	<input type="checkbox"/> Accepted with Minor Corrections	<input checked="" type="checkbox"/> Postponed	<input type="checkbox"/> Denied

ACTION ITEM	29		
Type of proposal	New Course		
Presenter	Raymond Lenius		
CVT 2421 Invasive Cardiology II	Effective Date: Fall 2023		
Summary			
[Replaces CVT 2421C.] This is a didactic course with no laboratory component, so the "C" was inaccurate. This course is 3 credits, with a 3-hour faculty load.			
Prerequisites: CVT 2420, CVT 2620			
Corequisites: CVT 2840L, CVT 2205			
Attachments: CVT 2421 syllabus, CVT 2421C impact report; Summary of related CVT proposals.			
Comments:			
1) Add Impact report.			

CURRICULUM ACTION			
<input type="checkbox"/> Accepted	<input type="checkbox"/> Accepted with Minor Corrections	<input checked="" type="checkbox"/> Postponed	<input type="checkbox"/> Denied

ACTION ITEM	30		
Type of proposal	New Course		
Presenter	Raymond Lenius		
CVT 2805 Cardiovascular Interventional Pre-Practicum	Effective Date: Fall 2023		
Summary			
[Replaces CVT 2805C.] This is a didactic course with no laboratory component, so the "C" was inaccurate. This course is 3 credits, with a 3-hour faculty load.			
Prerequisites: CVT 1801C, 2420			
Corequisites: CVT 2842C			
Attachments: CVT 2805 syllabus, CVT 2805 impact report; Summary of related CVT proposals.			
Comments:			
1) Add Impact report.			

CURRICULUM ACTION			
<input type="checkbox"/> Accepted	<input type="checkbox"/> Accepted with Minor Corrections	<input checked="" type="checkbox"/> Postponed	<input type="checkbox"/> Denied

ACTION ITEM	31		
Type of proposal	New Course		
Presenter	Raymond Lenius		
CVT 2842C Cardiovascular Simulation Practicum I	Effective Date: Fall 2023		
Summary			

[Replaces CVT 2842L.] This course requires more lab hours allowing for hands-on simulation practice prior to entering a clinical environment. This new "C" course combines 2 lecture hours with 6 lab hours/week, for 4 credits and a faculty load of 8 hours.

Prerequisites: CVT 1801C, 2420

Corequisites: CVT 2805

Attachments: CVT 2842C syllabus, CVT 2842C impact report; Summary of related CVT proposals.

Comments:

1) Add Impact report.

CURRICULUM ACTION

Accepted Accepted with Minor Corrections Postponed Denied

Course Change Proposals

ACTION ITEM	32
Type of proposal	Course Change
Presenter	Raymond Lenius
CVT 1200 Cardiovascular Pharmacology	Effective Date: Fall 2023
Summary	
[Course is similar to RET 1007, which is being deleted from the CVT AS program.]	
Prerequisites changed: Delete RET 1024 (being removed from program). Add Admission to CVT, AS program.	
Corequisites changed: From RET 1613C, CVT 1800L to <i>CVT 1000, CVT 1800C</i> .	
CVT AS program is separating from Respiratory Care AS program, and RET 1613C is being discontinued. A New Course proposal for CVT 1800C replaces CVT 1800L, which will be discontinued. <i>New courses CVT 1000, 1200, 1800C will be the coreq'd first-semester courses for this program.</i>	
Attachments: CVT 1200 syllabus, CVT 1200 impact report; Summary of related CVT proposals.	
Comments:	
1) <i>Justification for change of prerequisites and corequisites: the explanation is confusing. Information in green above for corequisites should be added.</i>	
<i>From LS: "The pre-reqs for the C and L courses will be the C or L course in the semester before. The pre-reqs for the didactic course are based on faculty/staff input."</i>	
CURRICULUM ACTION	
<input type="checkbox"/> Accepted <input type="checkbox"/> Accepted with Minor Corrections <input checked="" type="checkbox"/> Postponed <input type="checkbox"/> Denied	

ACTION ITEM	33
Type of proposal	Course Change
Presenter	Raymond Lenius
CVT 2840L Cardiovascular Practicum II	Effective Date: Fall 2023
Summary	

Credit hours change from 3 to 5. Students are spending more time in clinical/lab than the credit hours allow. "The clinical hours for this course are 15 hours per week (for a 15 week semester)." 15 clinical hours/week for 15 weeks = 5 credits.

Prerequisites changed: From CVT 1200 to *CVT 1200 and CVT 2842C*

Corequisites changed: From CVT 2420C, CVT 2620C to *CVT 2421 and CVT 2205*

Attachments: CVT 2840L syllabus, CVT 2840L impact report; Summary of related CVT proposals.

Comments:

- 1) Justification for all proposed changes needs to include explanations for why each change is being proposed (e.g., how will it benefit the students, faculty, program?). Please ensure Justification includes reasons for changing credit hours, prerequisites, corequisites.
- 2) Does this course include clinical and lab hours? What is the division?
- 3) What is the faculty load, and will it change to reflect the new credit hours?

CURRICULUM ACTION

Accepted Accepted with Minor Corrections Postponed Denied

ACTION ITEM	34
Type of proposal	Course Change
Presenter	Raymond Lenius
CVT 2841L Cardiovascular Practicum III	Effective Date: Fall 2023

Summary

Credit hours change from 4 to 6. Students are spending more time in lab than the credit hours allow. 18 clinical hours/week for 15 weeks = 6 credits.

Prerequisites changed: From CVT 2840L, CVT 2420C, CVT 2620C all with a grade of C or higher; to *CVT 2840L, CVT 2421*.

Corequisites changed: From CVT 2421C to *CVT 2920*

Note: CVT 2421C is being discontinued (but replaced in curriculum by new course CVT 2421).

Attachments: CVT 2841L syllabus, CVT 2841L impact report; Summary of related CVT proposals.

Comments:

- 1) Delete C grade requirement from prerequisites? Check justification. If this is a program requirement it does not need to be listed on all course prerequisites. It's up to the program, but we recommend consistency across courses.
- 2) Check justification for credit/lab hours change.
- 3) Check justifications for changes of prerequisites and corequisites.

PRQ: CVT 2420C and 2620C are being discontinued (but replaced by new courses CVT 2420 and 2620). Why change from CVT 2420 (new course) to CVT 2421? Why not include new course CVT 2620?

CRQ: Why not keep new course CVT 2421? Why replace with CVT 2920?

From LS: "The pre-reqs for the C and L courses will be the C or L course in the semester before. The pre-reqs for the didactic course are based on faculty/staff input."

CURRICULUM ACTION

<input type="checkbox"/> Accepted	<input type="checkbox"/> Accepted with Minor Corrections	<input checked="" type="checkbox"/> Postponed	<input type="checkbox"/> Denied
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ACTION ITEM	35		
Type of proposal	Course Change		
Presenter	Raymond Lenius		
CVT 2920 Cardiovascular Technologist as a Professional	Effective Date: Fall 2023		
Summary			
Prerequisites changed: From CVT 2241C, CVT 2841L, RET 2244 all with a grade of C or higher; to CVT 2421, CVT 2205, CVT 2840L.			
Note: CVT 2241C is being discontinued and replaced with CVT 2421. RET 2244 is dropped due to the separation of Respiratory Care and CVT AS programs.			
Moving from mini-summer semester year 2 to spring year 2. Adding 2242C in first year, don't need to go longer in second year.			
Corequisites changed: From CVT 2842L to CVT 2841L. These are the only two course taken spring 2 nd year.			
Attachments: CVT 2920 syllabus, CVT 2920 impact report; Summary of related CVT proposals.			
Comments:			
1) Check Justification for changing prerequisite from CVT 2841L to CVT 2840L – why, specifically?			
2) Check Justification for changing corequisite from CVT 2842L to CVT 2841L – why? Are these courses changing their coverage, or is this part of resequencing courses? From LS: "The pre-reqs for the C and L courses will be the C or L course in the semester before. The pre-reqs for the didactic course are based on faculty/staff input."			
3) Do you want to retain the "with a grade of C or higher" on all course prerequisites?			
CURRICULUM ACTION			
<input type="checkbox"/> Accepted	<input type="checkbox"/> Accepted with Minor Corrections	<input checked="" type="checkbox"/> Postponed	<input type="checkbox"/> Denied

Program Change Proposal

ACTION ITEM	36		
Type of proposal	Program or Certificate Change		
Presenter	Raymond Lenius and Dr. Lena Scott		
Cardiovascular Technology, AS	Effective Date: Fall 2023		
Summary			
Program restructuring separates the CVT AS curriculum from the Respiratory Care AS curriculum, allowing more time in each program to focus on specific material needed for board exams, licensure, and professional careers. Program prerequisites and corequisites have been realigned to CVT-specific courses. Need more specific CVT coverage to prepare for boards. The last summer mini-term has been dropped, which will decrease cost and speed graduation while maintaining the Florida Framework's 77 program credit hours.			
Nine new course proposals correct errors in course numbering that mislabeled courses as having laboratory or clinical components in addition to didactic, or only laboratory when there was a			

didactic component. Course credits and faculty workloads have been adjusted according to the corrected didactic vs. laboratory/clinical credit schemes for each of these courses.

Four course change proposals address the separation of the CVT AS and Respiratory Care AS programs by removing or decreasing respiratory care material and focusing on cardiovascular care and technology components.

All course discontinuations, new courses, and changes to credit hours are recorded on the track-changed catalog page attachment.

Attachments: CVT AS Catalog Change; Summary of related CVT proposals, CVT course credit plan, State Frameworks, CVT Curriculum map.

Comments:

1) Catalog page – update title on CVT 2205

2) CVT 2842L – deleted – substitute CVT 2842C

CURRICULUM ACTION

<input type="checkbox"/> Accepted	<input type="checkbox"/> Accepted with Minor Corrections	<input checked="" type="checkbox"/> Postponed	<input type="checkbox"/> Denied
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Respectfully submitted,

Sheila M. Seelau, Ph.D.
Chair, Curriculum Committee