2017-2018
Annual Report
Committee/Advisory Council Report

Committee Name: Academic Council

Chairperson: Shana Drury, Associate Dean of Instructional Services, Interim Chair

List of members: Dr. Brad Beauchamp, Coordinator of Instructional Assessment, Mathematics Instructor; Sherrie Denham, Director of Vocational Nursing; Christina Feldman, Director of Continuing Education; Greg Fowler, Division Chair Behavioral & Social Sciences, Criminal Justice Instructor; Clara Garza, Counselor; Marian Grona, Director of Library Services; Kristin Harris, Associate Dean of Student Services; Joe Hite, Dean of Admissions & Financial Aid/Registrar; Mark Holcomb, Division Chair Information & Technology; Bettye Hutchins, SACSCOC Leadership Team, History Instructor; Dr. Adrien Ivan, Faculty Senate Representative, History Instructor; Joe Johnston, Division Chair Communications, English Instructor; Melissa Moore, Early College Start Coordinator; Dr. Mary Rivard, Director of Associate Degree Nursing; Chase Thornton, Faculty Senate Representative, History Instructor; and Paula Whitman, Division Chair Mathematics & Science, Mathematics Instructor.

Dates of meetings: September 8, 2017, October 13, 2017, and November 17, 2017; January 12, 2018; February 9, 2018; March 9, 2018; and March 29, 2018

Accomplishments:

Council members approved the following motions:

September 8, 2017 –

1. Revision of the prerequisites for the following courses to read "Texas Success Initiative complete in Reading and either TSI clear in Math or TSI Clear for Non Algebra." The change was reflected on the Spring 2018 course syllabi and will be included in the *2018-2019 General Catalog* revisions.
   CHEM 1406 Introductory Chemistry I
   PHYS 1403 Stars and Galaxies
   PHYS 1404 Solar System
   PHYS 1415 Physical Science I
2. At the recommendation of the program's advisory committee, the prerequisite for ELPT 2339 Electrical Power Distribution will be removed effective Fall 2018.

October 13, 2017 –

1. Review of the Program and Discipline Evaluation Instrument, making note that the form will change when the college converts to U4SM; Ivy Harris will help with the creation of an online option.

November 17, 2017 –

At the recommendation of the program's advisory committee, effective Fall 2018:

1. The Pharmacy Technician Day and Evening Certificates of Completion will now be changed to Level 1 which removes the Texas Success Initiative requirements. Students will be required to successfully complete PHRA 1209 Pharmaceutical Mathematics before they can move forward in the program.

2. AGRI 1325 Marketing of Agricultural Products will be deleted from the Farm and Ranch Management program requirements and AGRI 1309 Computers in Agriculture will be added. The TBA AGRI/Farm and Ranch Elective for the certificate will drop from 6 to 3 semester hours and from 12 to 9 semester hours for the A.A.S degree.

3. The Automotive Technology Program will change as follows:
Certificate of Completion:
Remove OSHT 1309 Physical Hazards Control
Move: AUMT 1419 Automotive Engine to the Fall Block group on the certificate plan
Add: AUMT 1312 Basic Automotive Services to the Spring Block group and also make this course the required as Verification of Workplace Competencies: Capstone Experience for the certificate plan.
A.A.S. Degree Plan:
Remove: OSHT 1309 Physical Hazards Control and change the Related Requirements section of the degree plan from 9 to 6 semester hours.
Add: AUMT 1312 Basic Automotive Services to the Major Requirements
Add: AUMT 2328 Automotive Service to the Major Requirements
Revise: The TBA* Approved Electives to include 4 semester hours instead of 7.
Revise the Verification of Workplace Competencies: Capstone Experience to AUMT 2328 Automotive Service.

4. The Basic Firefighter Academy was revised as follows:
Remove EMSP 1001 Emergency Medical Technician and EMSP 1060 Clinical Emergency Medical Technician. The 2018-2019 General Catalog program information page will state that students applying to the Basic Firefighter Academy must have successfully passed the National Registry Exam for Basic EMT-B and submitted documentation of that successful completion. With the deletion of the EMSP courses, the program length will be approximately 5 months and the total class hours will be 480.

January 12, 2018 –

1. Council members reviewed and approved the Substantive Change Policy making not that there were no substantive changes over the past year.

2. Council members also reviewed and approved the Virtual College of Texas Memorandum of Understanding and the *VCT Host and Provider Practices and Responsibilities*. Vernon College participates primarily as a Host which is the location where students enroll in an online course. The course is taught by faculty at a remote or Provider college. The *VCT Host and Provider Practices and Responsibilities* and the MOU are reviewed on an annual basis.

February 9, 2018 –

At the recommendation of the program's advisory committee, effective Fall 2018:

1. Computer and Information Sciences Program Revisions:
   Additions:
   - ELPT 1355 Electronic Applications
   - ITNW 1354 Implementing and Supporting Servers
   - ITNW 2335 Network Troubleshooting and Support
   - ITNW 2421 Networking with TCP/IP
   - ITNW 2453 Advanced Routing and Switching

   Revision:
   - CPMT 1451 IT Essentials: PC Hardware and Software (now the   capstone course)

   Deletions:
   - ITNW 1454 Implementing and Supporting Servers
   - ITNW 2435 Network Troubleshooting and Support
   - ITNW 2321 Networking with TCP/IP
   - ITNW 2353 Advanced Routing and Switching
   - ITSC 1315   Project Management Software

   Occupational Skills Award: CPMT 1451, ITNW 1325, ITNW 2312, ITNW 2335
   Verification of Workplace Competencies: ITSC 2335 (COC)
   ITSC 2335 or ITSC 2364 (A.A.S.)

2. Industrial Automation Systems Program Revisions:
   Additions:
   - CBFM 2417 Mechanical Maintenance
   - ELPT 1411 Basic Electrical Theory
   - ELPT 2355 Programmable Logic Controllers II

   Revisions:
   - ELPT 2443 Electrical Systems Design (now the capstone course)

   Deletions:
   - CETT 1402 Electricity Principles
   - ELMT 2441 Electromechanical Systems

   Occupational Skills Award: ELPT 1411 or HART 1401, ELPT 1441, ELPT 1457
   Verification of Workplace Competencies: ELPT 2443 (COC);
   ELPT 2443 and ELPT 2449 (A.A.S.)

3. Health Information Management Certificate of Completion Revision:
   Verification of Workplace Competencies: HITT 2260 Clinical-Health Information/
   Medical Records Technology/Technician

4. Emergency Medical Services addition of Platinum Ed EMStesting Fees:
   EMSP 1338 $66.00
   EMSP 1501 $40.00

5. Developmental Mathematics:

   Vernon College has been designated as a math pathways school. Students requiring

   developmental math instruction, based on their TSI scores, will be guided to a pathway

leading to Contemporary Mathematics or to a pathway leading to College Algebra. Students successfully completing Contemporary Mathematics will not be considered TSI clear in algebra unless they retake the test and reach the required score for algebra. Students will benefit from the co-requisite course offerings because they will have the same instructor for the developmental and college level instruction.

In addition to the co-requisite courses, students with low TSI scores will enroll in MATH 0400 Foundations of Math or MATH 0313 Developing Algebra Skills I. These courses will prepare students for success when they enroll in the co-requisite courses. As a Non-Course-Based Option (NCBO), students may attend open lab sessions for additional help.

The following revisions to the Vernon College Developmental Mathematics course offerings were approved by council members:

    Additions:
        MATH 0313 Developing Algebra Skills I
        MATH 0314 Developing Algebra Skills II
    Revisions:
        MATH 0332 Developing Contemporary Math Skills (add Special Fee: $50.00 and
            remove the Lab Fee $24.00)
        MATH 0400 Foundations of Math (add Special Fee: $50.00 and remove the Lab Fee
            $24.00)
    Deletions:
        MATH 0214 Developing Algebra Skills
        MATH 0310 Developmental Mathematics

March 9, 2018 –

1. Addition of BIOL 1408 General Biology I and BIOL 1409 General Biology II to the college's course inventory effective Fall 2018. These courses are designed for non-science major students. A report will be sent to the Texas Higher Education Coordinating Board for approval since these courses will be added to the college's core curriculum selection list.
2. In compliance with the directive of House Bill 2223 stating that developmental course offerings should help students improve their skills without slowing down the time it takes to complete a degree, the college will offer ENGL 0306 Integrated Reading and Writing II as a co-requisite to ENGL 1301 Composition I.
3. Course deletions:
CRIJ 1306 Court Systems and Practices
CRIJ 1310 Fundamentals of Criminal Law
GOVT 2304 Introduction to Political Science
ITSC 1409 Integrated Software Applications I
ITSW 1407 Introduction to Database

March 29, 2018 –

1. Council members discussed the need to provide additional assistance to students that are most at risk of failure. That group was identified as students with low TSI scores and who are required to enroll in more than one developmental course for the semester. Best practice research indicates that a student success class is beneficial for these students. Pending approval from the Texas Higher Education Coordinating Board (THECB), EDUC 1100 Learning Framework and PSYC 1100 Learning Framework will be added to the Core Curriculum as a Foundation Component Area Option for KINE 1164 Introduction to Physical Fitness & Wellness. The addition will allow students taking Learning Framework to apply the credit toward an Associate's Degree. EDUC 1300 Learning Framework will be removed from the course inventory.

May 22, 2018 –

1. By majority vote council members approved the deletion of BIOL 1406 Biology for Science Majors I and BIOL 1407 Biology for Science Majors II. These items are scheduled for removal from the VC Core pending approval by the THECB.
2. Council members approved the following recommendations from the Program and Discipline Evaluation Committees by majority vote.

    Program Evaluation:
    - Automotive Technology- Removal from probation status and placed on the standard 5-year evaluation rotation.
    - Culinary Arts/Hospitality – Continue on the regular 5-year evaluation rotation. Focus on recruiting for the adult program.
    - Heating, Ventilation and Air Conditioning – Continue on regular 5-year evaluation rotation.
    - Machining - Suspend training in the Machining program due to continued low enrollment and graduation rates not meeting state standards. Evaluate the need for this program throughout the service area, especially with business and industry in the Wichita Falls area during the 2018-19 academic year.
    - Administrative Office Technology - Due to non-completion of evaluation in a timely manner, the Administrative Office Technology will be re-scheduled for the 2018-2019 academic year.

    Discipline Evaluation:
    - Agriculture - The committee recommends that the Agriculture discipline be continued without probation.
    - Chemistry - The committee recommends that the Chemistry discipline be continued without probation.
    - Music - The committee recommends that the Music discipline be continued without probation.
3. By majority vote council members approved the Substantive Change Policy for 2018-2019.

Recommendations:

1. Council members recommend the addition of the following notification to the Surgical Technology Program information listing in the *2018-2019 General Catalog*:
   "Effective Fall 2021, a mandate by the National Board of Surgical Technology and Surgical Assisting states that students will no longer have the option of the Certificate of Completion for Surgical Technology. Students must successfully complete the AAS degree requirements to be eligible to complete the program and sit for the national credentialing exam, the CST exam."
2. Council members reviewed and recommend as submitted the 2017-2018 Verification of Workplace Competencies and the 2017-2018 Occupational Skills Awards (formerly called Marketable Skills Awards).
3. Council members recommend the addition of BIOL 1408 General Biology I and BIOL 1409 General Biology II to the college's course inventory as course options for non-science majors.
4. Council members recommend adding EDUC 1100 Learning Framework and PSYC 1100 Learning Framework to the Core Curriculum as a Foundation Component Area Option for KINE 1164 Introduction to Physical Fitness & Wellness. They also recommend that EDUC 1100 or PSYC 1100 be a required course for students enrolled in more than one developmental course for the semester.
5. Council members reviewed and recommend approval of the 2017 Program Evaluation Report and the 2017 Discipline Evaluation Report as submitted.

Membership suggestions: N/A

Agendas, exhibits and minutes posted to Vernon College web site address:
www.vernoncollege.edu

Submitted by: Shana Drury

Date submitted: July 3, 2018