# ACADEMIC COUNCIL 2019-2020
## Annual Committee Report

Committee Name: Academic Council

Chairperson:    Dr. Lisa Crandall, Vice President of Instructional Services, Co-chair
                Shana Drury, Dean of Instructional Services, Co-chair

List of members: Dr. Brad Beauchamp, Director of Instructional Assessment, Mathematics Instructor; Christina Feldman, Director of Continuing Education; Greg Fowler, Division Chair Behavioral and Social Sciences/Criminal Justice Instructor; Clara Garza, Counselor; Marian Grona, Director of Library Services; Kristin Harris, Dean of Student Services; Mark Holcomb, Division Chair Information & Technology, Industrial Automation Systems Instructor; Bettye Hutchins, SACSCOC, History Instructor; Joe Johnston, Division Chair Communications, English Instructor; Melissa Moore, Early College Start Coordinator; Kirk Polk, Faculty Senate Representative, Government Instructor; Amanda Raines, Director of Enrollment Management/Registrar; Dr. Mary Rivard, Director of Nursing/Instructor; Jon Schreiber, Faculty Senate President, English Instructor; Paula Whitman, Division Chair Mathematics & Science, Mathematics Instructor

Dates of meetings: September 21, 2019; October 18, 2019; November 15, 2019; January 31, 2020; February 21, 2020; March 2020 (electronic); April 2020 (electronic); May 2020 (electronic)

Accomplishments:
    Council members approved the following motions:

    September 27, 2019 –
    Review of the Substantive Change Policy

    Revisions to several RNSG courses due to increases in the third-party vendor's fees
    Revisions to the Automation and Electrical Technology Program (formerly the Industrial Automation Program). Changes include:
        Addition: TECM 1325 Technical Calculations
        Revision: ELPT 1457 Industrial Wiring, change prerequisite to ELPT 1411 Basic Electrical Theory
        Deletions: CETT 1307 Fundamentals of Electronics; ELMT 2339 Advanced Programmable Logic Controllers; ELPT 1355 Electronic Applications; and remove ITNW 1325 Fundamentals of Networking Technologies from this program only.
        Also included in the motion were revisions to the General Education Requirements for the program's A.A.S. degree as follows:
        Addition: ECON 2301 Principles of Macroeconomics
        Revision: Remove MATH 1314 College Algebra and list MATH 1332 Contemporary Mathematics or MATH 1342 Elementary Statistical Methods as the math options
        Deletion: Remove the Language, Philosophy and Culture or Creative Arts Elective
    Deletion of OSHT 1309 Physical Hazards Control from the course inventory

October 18, 2019 –
The Business Management Program Advisory Committee recommends the following revisions effective Fall 2020:

Revisions

Remove the Elective from the A.A.S. degree

ACCT 2301 Principles of Financial Accounting- lecture/lab changed from (2-2) to (3-0)

ACCT 2302 Principles of Managerial Accounting- lecture/lab changed from (2-2) to (3-0)

BCIS 1305 Business Computer Applications – remove the prerequisite

BUSI 2304 Business Report Writing and Correspondence – remove the prerequisite

Deletions:

BUSG 1366 Practicum (or Field Experience)-Business/Commerce, General

BUSI 2301 Business Law

November 15, 2019 –
The Farm and Ranch Management Advisory Committee recommended the following revisions effective Fall 2020:

Delete AGEQ 2315 Horse Evaluation II from the A.A.S. degree plan and replace it with AGRI 2330 Wildlife Conservation & Management

Restructure the degree plan so that only 3 hours of approved electives are included.

The Machining Advisory Committee recommended the following revisions effective Fall 2020:

Additions:

MCHN 1438 Basic Machine Shop I

MCHN 2434 Operation of CNC Machining Centers

MCHN 2438 Advanced Computer-Aided Manufacturing (CAM)

Deletions:

MCHN 1408 Basic Lathe

MCHN 1413 Basic Milling Operations

MCHN 2433 Advanced Lathe Operations

MCHN 2444 Computerized Numerical Control Programming

The Pharmacy Technician Advisory Committee recommended the following changes effective Fall 2020:

Additions:

PHRA 1202 Pharmacy Law

PHRA 1305 Drug Classification

Revisions:

PHRA 2265 Practicum (or Field Experience)-Pharmacy Technician/Assistant

Deletions:

PHRA 1102 Pharmacy Law

PHRA 1205 Drug Classification

PHRA 1240 Pharmacy Third Party Payment

Due to a mandate by the National Board of Surgical Technology and Surgical Assisting, students must now complete the A.A.S. degree in order to be eligible to take the national credentialing exam, (CST exam). Therefore, Vernon College will no longer offer a Certificate of Completion in Surgical Technology effective Fall 2020.

The Computer and Information Sciences Advisory Committee recommended the following changes effective Fall 2020:
Certificate and Degree Plan Revisions
Additions:
 CPMT 1351 IT Essentials: PC Hardware and Software
 ITNW 1316 Network Administration
 ITNW 1458 Network +
 ITNW 2454 Internet/Intranet Server
 ITSC 2439 Personal Computer Help Desk Support
 ITSE 1301 Web Design Tools
Deletions:
 CPMT 1451 IT Essentials: PC Hardware and Software
 ITCC 2443 Network Security
 ITNW 1354 Implementing and Supporting Servers
 ITNW 2305 Network Administration
 ITNW 2335 Network Troubleshooting and Support
 ITNW 2421 Networking With TCP/IP
 ITNW 2453 Advanced Routing and Switching
 ITSC 2339 Personal Computer Help Desk
 ITSE 1401 Web Design Tools

The Business Management Workforce Program Advisory Committee recommended the following changes effective Fall 2020:  Revise the A.A.S. Degree plan by adding ACNT 1325 Principles of Accounting I and ACNT 1326 Principles of Accounting II in place of ACCT 2301 Principles of Financial Accounting and ACCT 2302 Principles of Managerial Accounting.

The Emergency Medical Services Advisory Committee recommended the following revisions effective Fall 2020:
EMSP 1260 Clinical-Emergency Medical Technology/Technician (EMT Paramedic) (B) and EMSP 1362 Clinical-Emergency Medical Technology/Technician (EMT Paramedic) (A) – Add the following statement to the course description: "Travel may be required to fulfill clinical competencies and may be more than or approximately 1 hour from the class location."
EMSP 1355 Trauma Management and EMSP 1356 Patient Assessment and Airway Management – Revise the Lecture-Lab hours to (2-2) for 64 total contact hours.
EMSP 1501 Emergency Medical Technician – Revise the Lecture-Lab hours to (3-6) for 144 total contact hours.

The Licensed Vocational Nursing Advisory Committee recommends the following revisions to fulfill the Board of Nursing requirements effective Fall 2020:
Additions:
 VNSG 1205 NCLEX PN Review
 VNSG 1261 Clinical-Licensed Practical/Vocational Nurse Training
 VNSG 1363 Clinical-Licensed Practical/Vocational Nurse Training

Revisions:
 VNSG 1222 Vocational Nursing Concepts and VNSG 1230 Maternal-Neonatal Nursing
– change the lecture-lab hours from 1-2 to 2-0 for 32 total contact hours
 VNSG 1234 Pediatrics – change the lecture-lab hours from 2-1 to 2-0 for 32 total
contact hours
 VNSG 1331 Pharmacology – change the lecture-lab hours from 2-2 to 3-1 for 64 total
contact hours
 VNSG 1362 Clinical-Licensed Practical/Vocational Nurse (LVN) Training - change the
lecture-lab hours from 0-18 to 0-16 for 256 total contact hours
 VNSG 1429 Medical-Surgical Nursing I – change the lecture-lab hours from 3-2 to 4-0
for 64 total contact hours
 VNSG 1432 Medical-Surgical Nursing II – change the lecture-lab hours from 3-2 to 4-0
for 64 total contact hours
 VNSG 2331 Advanced Nursing Skills – change the lecture-lab hours from 2-4 to 2-3 for
84 total contact hours
Deletions:
 VNSG 1105 NCLEX PN Review
 VNSG 1122 Vocational Nursing Concepts
 VNSG 1161 Clinical-Licensed Practical/Vocational Nurse Training
 VNSG 1162 Clinical-Licensed Practical/Vocational Nurse Training
 VNSG 1227 Essentials of Medication Administration
 VNSG 1323 Basic Nursing Skills
 VNSG 1329 Medical-Surgical Nursing I
 VNSG 1360 Clinical-Licensed Practical/Vocational Nurse (LVN) Training

The Dental Assisting Advisory Committee recommended the following revisions
effective Fall 2020:
DNTA 1160 Add $20.00 Liability Insurance Fee
DNTA 1305 Remove $20.00 Liability Insurance Fee
DNTA 2230 Revise Lecture/Lab Hours from 2-4 to 2-1 for 48 total contact hours

The Medical Assisting Advisory Committee recommends the following revisions to
fulfill TCOLE regulations effective Fall 2020:
MDCA 1260 Add $20.00 Liability Insurance Fee
MDCA 1309 Remove $20.00 Liability Insurance Fee

The Basic Law Enforcement Academy Advisory Committee recommended the following
changes effective Fall 2020:
CJLE 1024 Basic Peace Officer IV - revise class hours from 160 to 168 hours
Deletions:
CJLE 1003 Police Speed Measuring Device Certification (Radar)
CJLE 2004 Tactical Skills with a Less-Than-Lethal Weapon (OC Spray)
The content of the deleted courses will be added to the remaining courses.

February 21, 2020
Based on the State mandated reduction of contact hours from 1500 to 1000, the following
revisions were approved by the program's advisory committee effective Fall 2020:

Additions:
 CSME 1248 Principles of Skin Care
 CSME 1410 Introduction to Haircutting and Related Theory
 CSME 1443 Manicuring and Related Theory
 CSME 1453 Chemical Reformation and Related Theory
 CSME 2401 Principles of Hair Coloring and Related Theory
 CSME 2410 Advanced Haircutting and Related Theory
Deletions:
 CSME 1405 Fundamentals of Cosmetology
 CSME 1543 Manicuring and Related Theory
 CSME 1547 Principles of Skin Care/Facials and Related Theory
 CSME 1553 Chemical Reformation & Related Theory
 CSME 2250 Preparation for the State Licensing Written Examination
 CSME 2251 Preparation for the State Licensing Practical Examination
 CSME 2310 Advanced Haircutting and Related Theory
 CSME 2343 Salon Development
 CSME 2501 The Principles of Hair Coloring and Related Theory

EMSP 1362 Clinical-Emergency Medical Technology/Technician (EMT Paramedic) (A)
added a FISDAP Fee of $84.00 effective Fall 2020.

Approval of the CTE Verification of Workplace Competencies for 2020-2021.

Council members reviewed the Substantive Change Policy and recommended no
revisions.

Council members reviewed the developmental course revisions proposed by the 60x30,
SB 24, TX Guided Pathways Task Force. The bill mandates that students who do not
successfully complete their first attempt in Developmental courses be given an
intervention in addition to retaking the course. The proposed 2-hour labs for MATH 0400
and MATH 0313 will fulfill the requirements for HB 2223. This NCBO (Non Course-
Based Option) may be required by Math faculty for those students who have either
dropped or were unsuccessful in MATH 0400 Foundations of Math or MATH 0313
Developing Algebra Skills I. The Skills Lab courses will be submitted for approval at the
next Academic Council Meeting. There is no additional charge for the intervention.

March 2020 (electronic meeting):
Computer and Information Sciences – Lecture/lab hours changed to (2-2) for CPMT 1351

Dental Assisting –
 Program Revisions:
 Certificate of Completion total Semester Hours changed from 28 to 24
 Deletions:
     DNTA 1249 Dental Radiology in the Clinic
     DNTA 2230 Clinical Seminar for Dental Assistant

Licensed Vocational Nursing –
Revisions:
 Program Information- "A minimum grade point average of 2.0 for prerequisite courses is required for admission." "All students will be required to take the nursing pre-admission entrance examination (HESI A2)." "Anatomy and Physiology II, BIOL 2402 must be completed by the end of the first semester in the LVN Program. Lifespan Growth and Development, PSYC 2314 must be completed by the end of the second semester in the LVN Program. These courses may be completed prior to LVN Program enrollment. A grade of "C" or better is required for program progression. Any student not completing Anatomy and Physiology II by the end of the first program semester or Lifespan Growth and Development by the end of the second program semester, with a grade of "C" or better, will be dismissed from the LVN Program." "Submit evidence of a physical examination that has been performed within six months of acceptance (first program class day) to the nursing program."
 Course Sequence changes
 Occupational Skills Award revised to 11 Semester Hours

CHEM 1406 Introductory Chemistry I
Revise the Lecture-lab hours to (2-2) because a 3-hour lab is not needed for an introductory course

MATH 0000 Developing Foundation Math Skills Lab
Course added to fulfill requirements of HB 2223 to provide intervention for students who are unsuccessful in developmental coursework.  This BASE NCBO may be required for student who enroll in Math 0400, Foundations of Math after having either dropped or failed the course previously.

MATH0013 Developing Algebra Skills Lab
Course added to fulfill requirements of HB 2223 to provide intervention for students who are unsuccessful in developmental coursework.  This NCBO may be required for students who enroll in Math 0313, Developing Algebra Skills I, after having either dropped or failed the course previously.

Notification of ACGM Mandatory Changes:
 BCIS 1305 Business Computer Applications (Course description change)
 BIOL 2306 Environmental Biology (CIP Code Change)
 CRIJ 1306 Court Systems & Practices (CIP Code Change)
 DRAM 1310 Theater Appreciation (title change only)
 DRAM 2366 Film Appreciation CIP 50-0601 (Title and CIP Code Change)
 MUSI 1304 Foundations of Music (Removed from the ACGM)
 SPCH 1315 Public Speaking (CIP Code Change)
 SPCH 1342 Voice & Diction (CIP Code Change)

<u>April 2020 (electronic meeting)</u>:
Substantive Change notification to the Southern Association of Colleges and Schools for the Barber Program. This change was the result of House Bill 2947 presented by the Texas Department of Licensing and Regulation (TDLR) during the Texas 2019

legislative session. The law mandates a decrease in the required number of clock hours for a Cosmetology student to be eligible to take the TDLR Licensing/Credentialing exam effective September 1, 2020.  With this mandate on the Cosmetology licensure, it was only prudent for TDLR to mandate a decrease in hours for the Barber licensure as well. As a result, programs teaching 1500 clock hours must reduce to a minimum of 1000 clock hours.

<u>May 2020 (electronic meeting)</u>:
Program Evaluation Recommendations-
 The Program Evaluation Committee recommended keeping the following three evaluated programs on their present five-year evaluation term.  All evaluated programs reported comprehensive findings, which indicated strong programs.  The committee chair will present within the following month a more detailed summary to the Vice President of Instructional Services and Dean of Instructional Services. The committee would also like to recognize the three primary writers for their outstanding evaluations. The three writers captured a very detailed assessment of their program and scored several excellent ratings.
  Surgical Technology
  Pharmacy Technician
  Associate Degree Nursing
Discipline Evaluation Recommendations
 The Discipline Evaluation Committee recommends the following:
  Biology - The committee recommends that the Biology discipline be continued without probation.
  History - The committee recommends that the History discipline be continued without probation.
  Spanish - The committee recommends that the Spanish discipline be continued without probation.
  Speech - The committee recommends that the Speech discipline be continued without probation.
Emergency Medical Services –
 Revisions:
  EMSP 1260 Clinical-Emergency Medical Technology/Technician (EMT Paramedic) (B) – Program and Supply Fee: $125.00 to cover the cost of P.P.E.
  EMSP 1362 Clinical-Emergency Medical Technology/Technician (EMT Paramedic) (A) – Program and Supply Fee: $175.00 to cover the cost of P.P.E.

Recommendations:
  Paula Whitman recommended that council members review MATH 1324 Math for Business and Social Sciences as a possible addition to Vernon College's Core Curriculum. She commented that many 4-year universities list this course as a requirement on various degree plans and they accept it in transfer.

Membership suggestions: None

Agendas, exhibits and minutes posted to Vernon College web site address:
https://www.vernoncollege.edu/academic-council

Submitted by: Dr. Lisa Crandall

Date submitted:  8/11/2020