

ACADEMIC COUNCIL MEETING MINUTES
Friday, March 3, 2017
Interactive Video Classrooms
Vernon Campus and Century City Campus

Present: Dr. Gary Don Harkey, Dean of Instructional Services, Chair; Dr. Brad Beauchamp, Mathematics/Coordinator for the Assessment of Student Learning; Sherrie Denham, Director of Vocational Nursing; Shana Drury, Associate Dean of Instructional Services; Christina Feldman, Director of Continuing Education; Greg Fowler, Criminal Justice/Division Chair Behavioral & Social Sciences; Marian Grona, Director of Library Services; Kristin Harris, Associate Dean of Student Services; Joe Hite, Dean of Admissions & Financial Aid/Registrar; Bettye Hutchins, History/Faculty Senate Representative; Joe Johnston, English/Division Chair Communications; Melissa Moore, Early College Start Coordinator; Mary Rivard, Director of Associate Degree Nursing; Chase Thornton, History/ Faculty Senate Representative; and Paula Whitman, Mathematics/Division Chair Mathematics & Science.

Absent: Mark Holcomb, Industrial Automation Systems/Division Chair Information & Technology

I. Old Business

A. Approval of Minutes

Greg Fowler motioned to accept the February 3, 2017 minutes seconded by Joe Hite. The motion passed unanimously.

II. New Business

A. Cosmetology

Based on a recommendation by the Cosmetology Advisory Committee, Shana Drury made a motion to revise the lecture/lab to (2-7) and contact hours to 144 for CSME 1405 Fundamentals of Cosmetology. Chase Thornton seconded the motion and it passed unanimously.

B. Computer & Information Sciences

In Mark Holcomb's absence and at the recommendation of the CIS program coordinator, Shana Drury motioned to revise the special fee for ITCC 2443 Network Security from \$144.00 to \$77.00 and remove the special fee of \$12.00 for ITSC 2364 Practicum. Bettye Hutchins seconded the motion and the committee voted unanimously in approval.

C. At the recommendation of the science faculty, Paula Whitman made a motion to revise the lecture/lab and contact hours for the following biology lab courses from (3-3) and 96 contact hours to (3-2) and 80 contact hours.

BIOL 1406 Biology for Science Majors I

BIOL 1407 Biology for Science Majors II

BIOL 1411 General Botany

BIOL 1413 General Zoology

BIOL 2401 Anatomy & Physiology I

BIOL 24002 Anatomy & Physiology II

BIOL 2406 Environmental Biology (not currently offering)

BIOL 2420 Microbiology for Non-Science Majors

Shana Drury seconded the motion. Paula explained that this change brings our course offerings into alignment with Midwestern State University. She commented that the revised lab requirements will allow faculty to offer more sections of the high-demand biology courses which will help offset the contact hour reductions. Council members unanimously voted in approval of the motion.

D. Associate Degree Nursing

Mary Rivard made a motion to revise fees for the following RNSG courses:

RNSG 1105 Nursing Skills I – Add Program Fee: \$50.00 and remove Special Fee: \$200.00 (Lab Fee is unchanged)

RNSG 1110 Introduction to Community-Based Nursing – Add Program Fee: \$50.00; Increase Testing Fee from \$102.00 to \$105.00; Remove Special Fee: \$113.00

RNSG 1115 Health Assessment – Add Program Fee: \$50.00; Remove Special Fee: \$97.00 (Lab Fee is unchanged)

RNSG 1166 Practicum (or Field Experience)-Registered Nursing/Registered Nurse (Introduction to Nursing) – Add Program Fee: \$50.00; Remove Special Fee: 150.00

RNSG 1208 Dosage Calculations for Nursing – Add Program Fee: \$100.00; Remove Special Fee: \$50.00 (Lab Fee is unchanged)

RNSG 1209 Introduction to Nursing – Add: Lab Fee: \$24.00, Program Fee: \$100.00, HESI Testing Fee: \$122.00, Nursing Central Fee: \$215.00, Liability Insurance Fee: \$20.00

RNSG 1246 Legal & Ethical Issues for Nursing – Add Program Fee: \$100.00; Remove Special Fee: \$136.00

RNSG 1263 Clinical-Registered Nursing/Registered Nurse (Common Concepts) – Add Program Fee: \$100.00; Remove Special Fee: \$22.00

RNSG 1301 Pharmacology – Add Program Fee: \$100.00; Remove Special Fee: \$50.00 (Lab Fee is unchanged)

RNSG 1309 Introduction to Nursing – Add Program Fee: \$150.00; Add Testing Fee: \$122.00; Remove Special Fee: \$150.00 (Lab Fee and Liability Insurance Fee are unchanged)

RNSG 1311 Nursing Pathophysiology – Add Program Fee: \$150.00; Remove Special Fee: \$131.00

RNSG 1327 Transition to Professional Nursing – Add Program Fee: 150.00, HESI Testing Fee: \$244.00, and Nursing Central Fee: \$215.00; Remove Special Fee: \$300.00 (Lab Fee is unchanged)

RNSG 1412 Nursing Care of the Childbearing and Child Rearing Family – Add Program Fee: \$200.00 and HESI Testing Fee: \$122.00; Remove Special Fee: \$157.00

RNSG 1441 Common Concepts of Adult Health – Add Program Fee: \$200.00; Remove Special Fee: \$58.00

RNSG 1443 Complex Concepts of Adult Health – Add Program Fee: \$200.00 and HESI Testing Fee: \$122.00; Remove Special Fee: \$250.00 (Liability Insurance Fee is unchanged)

RNSG 2161 Clinical-Registered Nursing/Registered Nurse (Mental Health) – Add Program Fee: \$50.00; Remove Special Fee: \$109.00

RNSG 2162 Clinical-Registered Nursing/ Registered Nurse (Community) – Add Program Fee: \$50.00; Remove Special Fee: \$42.00

RNSG 2166 Practicum (or Field Experience)-Registered Nursing/Registered Nurse (Family) – Add Program Fee: \$50.00; Remove Special Fee: \$99.00

RNSG 2213 Mental Health Nursing – Add Program Fee: \$100.00; Remove Special Fee: \$133.00

RNSG 2360 Clinical-Registered Nursing/Registered Nurse (Complex Concepts) – Add Program Fee: \$150.00; Remove Special Fee: \$99.00

Shana Drury seconded the motion. Mary explained that the Program Fee is calculated at \$50.00 per semester hour credit for each course. The change spreads the program costs more evenly through the courses. The motion received unanimous approval.

Mary stated that the following statement will be added to the catalog information page:

Special Course Requirements: Program specific fees are attached to courses to offset program costs including, but not limited to: student use of the Simulation Center, BON required faculty/student ratios for clinicals, and Allied Health Computer Lab supplies.

E. Pharmacy Technician Program

At the request of the Pharmacy Technician Program Coordinator, Shana Drury motioned to revise the Pharmacy Technician Program as follows:

- Catalog information page, Item 7: The Pharmacy Technician Admission and Review Committee will rank students to determine acceptance into the program based upon completion of the application process, completion of the technician trainee registration process, interview, and TSI completion. (*not Accuplacer scores*)
- Pharmacy Technician Day Program Certificate of Completion probable completion time is 2 semesters
- Pharmacy Technician Evening Program Certificate of Completion probably completion time is 3 semesters
- The external certifying agency is the American Society of Health-Systems Pharmacists/Accreditation Council for Pharmacy Education (ASHP/ACPE).

Greg Fowler seconded the motion and it received unanimous approval.

F. Vocational Nursing Program

Sherrie Denham made a motion to revise the fees for VNSG 1122 Vocational Nursing Concepts by adding Nursing Central Fee: \$215.00. --- Marian Grona seconded the motion. Sherrie explained that students will have access to e-books and other valuable information. The motion received unanimous approval.

G. Career and Technical Program Verification of Workplace Competencies 2017-2018

Shana Drury presented the program workplace competencies chart for 2017-2018 and she made a motion to approve it as presented. Joe Johnston seconded the motion and it passed unanimously.

H. Occupational Skills Award (OSA) Awards for 2017-2018

Shana Drury presented the OSA Awards information for 2017-2018. She explained that in past years these awards were called Marketable Skills but that title has a different meaning in the 60 x 30 Strategic Plan. Shana made a motion to accept the awards as presented. Greg Fowler seconded the motion and it was unanimously approved.

I. Greg Fowler referenced a list of courses provided in the meeting packet entitled Courses with \$2.00 Special Fee. Greg made a motion to remove the \$2.00 Special Fee from each of the courses listed. Chase Thornton seconded the motion and it received unanimous approval.

III. Other

- A. Dr. Brad Beauchamp updated council members on the activities of the Core Objective Subcommittee. He stated that the spring semester assessment is on Empirical and Quantitative Skills. A larger sample will be gathered so that approximately 100 artifacts can be sent to the multi-state collaborative which has participants from all 50 states. He is also working to find a new platform to streamline the End of Semester Course Reviews (ESCR).
- B. The next Academic Council meeting will be Friday, April 7, 2017. This will be an electronic meeting.

IV. Adjourn