

**ACADEMIC COUNCIL MEETING MINUTES**  
**Friday, September 27, 2019**  
**Interactive Video Classrooms**  
**Vernon Campus and Century City Center**

<b>Member</b>	<b>Vernon College Position</b>	<b>Present</b>	<b>Not Present</b>
Dr. Elizabeth “Lisa” Crandall	Vice President of Instructional Services, Co-Chair	X	
Shana Drury	Dean of Instructional Services, Co-Chair	X	
Dr. Brad Beauchamp	Director of Instructional Assessment, Mathematics Instructor		X
Christina Feldman	Director of Continuing Education	X	
Greg Fowler	Division Chair Behavioral & Social Sciences, Criminal Justice Instructor	X	
Clara Garza	Counselor		X
Marian Grona	Director of Library Services	X	
Kristin Harris	Dean of Student Services	X	
Mark Holcomb	Division Chair Information & Technology, Industrial Automation Systems Instructor	X	
Bettye Hutchins	SACSCOC/ History Instructor	X	
Joe Johnston	Division Chair Communications, English Instructor	X	
Melissa Moore	Early College Start Coordinator	X	
Kirk Polk	Government/ Faculty Senate Representative	X	
Amanda Raines	Director of Enrollment Management/ Registrar	X	
Dr. Mary Rivard	Director of Associate Degree Nursing	X	
Jon Schreiber	Business Administration/ Faculty Senate President	X	
Paula Whitman	Division Chair Mathematics & Science, Mathematics Instructor	X	

Guests: Holly Scheller, Coordinator of Marketing and Community Relations; Dr. Donnie Kirk, Director of Quality Enhancement Plan/Speech Instructor

**I. OLD BUSINESS**

**A. Review of Minutes – April 24, 2019**

Greg Fowler motioned to approve the minutes as presented, Kristin Harris seconded the motion and the committee voted unanimously in approval.

**II. NEW BUSINESS**

**A. Associate Degree Nursing**

Mary Rivard

Due to the third-party vendor’s increase in testing fees and course revisions previously approved, Dr. Rivard motioned to make the following fee changes:

RNSG 1110 Introduction to Community-Based Nursing – No lab fee and HESI Testing Fee \$53.00

RNSG 1146 Legal & Ethical Issues in Nursing – Lab Fee: \$24.00 and Program Fee: \$50.00

RNSG 1209 Introduction to Nursing – HESI Testing Fee \$297.00  
RNSG 1309 Introduction to Nursing – HESI Testing Fee \$297.00  
RNSG 1327 Transition to Professional Nursing – HESI Testing Fee \$297.00  
RNSG 1441 Common Concepts of Adult Health – HESI Testing Fee \$122.00  
Amanda Raines seconded the motion and it received unanimous approval.

- B. Heat, Ventilation and Air Conditioning Mark Holcomb  
Mark made a motion to delete OSHT 1309 Physical Hazards Control from the course inventory and remove it from the list of approved electives for the HVAC program. Bettye Hutchins seconded the motion and the vote was unanimous in approval.
- C. Automation and Electrical Technology Mark Holcomb  
At the recommendation of the program advisory committee, Mark motioned to change the program title from Industrial Automation Systems Energy/Electrical Technology to Automation and Electrical Technology and the CIP code change to 46.0301. Course revisions recommended by the advisory committee 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  
Bettye Hutchins seconded the motion. Committee members questioned whether the revisions to the General Education Requirements section satisfied the THECB (Texas Higher Education Coordinating Board and GIPWE (Guidelines for Programs in Workforce Education) requirements. Shana explained that the program changes include courses from the Humanities and Fine Arts area, from the Social and Behavioral Science area, from the Natural Science and Mathematics area so the selections are in compliance. The motion received unanimous approval.
- D. Substantive Change Policy Shana Drury  
Shana asked council members to review the Substantive Change Policy. She commented that it is very important to keep this policy in mind as changes are made because notification to the THECB and SACSCOC may be required. At this time, Vernon College is waiting on final approval of the cancellation of the Administrative Office Technology Program, and the approval of the Barber, Dental Assisting and Medical Assisting programs.

### III. OTHER

- A. Core Objectives Update Dr. Brad Beauchamp  
Brad Beauchamp was unable to attend the meeting to give a report. The topic for Fall 2019 is Critical Thinking.
- B. The next Academic Council Meeting will be Friday, October 18, 2019.

### IV. ADJOURN