ACADEMIC COUNCIL MEETING MINUTES
Friday, November 20, 2020
VIA Teams

Member	Vernon College Position	Present	Not Present
Dr. Elizabeth "Lisa" Crandall	Vice President of Instructional Services, Co-Chair	X	
Shana Drury	Dean of Instructional Services, Co-Chair	X	
Lori Arnold	Psychology Instructor, Faculty Senate Representative	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 & Government Instructor	X	
Clara Garza	Student Success Specialist		X
Marian Grona	Director of Library Services	X	
Kristin Harris	Dean of Student Services		X
Rachel Herrmann	Licensed Vocational Nursing Instructor, Faculty Senate Representative	X	
Mark Holcomb	Division Chair Information & Technology, Automation & Electrical Technology Instructor	X	
Bettye Hutchins	SACSCOC/ History Instructor	X	
Joe Johnston	Division Chair Communications, English Instructor	X	
Melissa Moore	Early College Start Coordinator	X	
Amanda Raines	Director of Enrollment Management/ Registrar	X	
Dr. Mary Rivard	Director of Associate Degree Nursing	X	
Jon Schreiber	English Instructor, Faculty Senate President	X	
Criquett Scott	Student Success Pathway Director		X
Paula Whitman	Division Chair Mathematics & Science, Mathematics Instructor	X	

I. OLD BUSINESS

October 16, 2020 Academic Council Minutes
Greg Fowler motioned to accept the minutes as written and Joe Johnston seconded the motion. Committee members passed the motion by majority vote.

II. NEW BUSINESS

A. Automation and Electrical Technology   Mark Holcomb
   At the recommendation of the program's advisory committee, Mark Holcomb motioned to make the following changes to the Automation and Electrical Technology certificate and degree effective Fall 2021:

Additions:
 CBFM 2317 Mechanical Maintenance
 LEAD 1100 Workforce Development w/Critical Thinking
 Occupational Skills Award – 13 semester hours to include:
    EMPT 1411 Basic Electrical Theory
      Or
    HART 1401 Basic Electrical Theory for HVAC
    RBTC 1405 Robotics Fundamentals
    ELPT 1457 Industrial Wiring
    LEAD 1100 Workforce Development w/Critical Thinking
Deletion:
 CBFM 2417 Mechanical Maintenance
Lori Arnold seconded the motion and it passed by majority vote.

B. Barber Certificate of Completion   Shana Drury

At the recommendation of the program's advisory committee, Shana motioned to make the following changes effective Fall 2021:
Additions:
 BARB 1291 Special Topics in Barber: Manicuring & Related Theory
 LEAD 1100 Workforce Development w/Critical Thinking
Occupational Skills Award of 11 semester hours for crossover students from the
 Cosmetology program to Barber.
 Revisions:
 Change Program Fee to $50.00 for the following courses:
 BARB 1307 Introduction to Hair Design
 BARB 1402 Barber Styling I
 BARB 1404 Introduction to Barber Styling
 BARB 1442 Barber Styling II
 BARB 2431 Advanced Barber Styling I
 BARB 2432 Barber Law and Shop Management I
 BARB 2441 Advanced Barber Styling II
Deletion:
 BARB 1391 Special Topics in Barber: Manicuring & Related Theory
Amanda Raines seconded the motion and it passed by majority vote.

C. Basic Firefighter Academy   Nina Feldman

At the recommendation of the Basic Firefighter Academy Advisory Committee, Nina motioned to add LEAD 1000 Workforce Development w/Critical Thinking to the program's curriculum raising the total class hours to 512 effective Fall 2021.
Paula Whitman seconded the motion and it received majority approval.

D. Basic Law Enforcement Academy   Nina Feldman

At the recommendation of the Basic Law Enforcement Academy Advisory Committee, Nina motioned to add LEAD 1000 Workforce Development w/Critical Thinking to the program's curriculum raising the total class hours to 776 effective Fall 2021.
Amanda Raines seconded the motion and it passed by majority vote.

E. Computer and Information Sciences Certificate and Degree   Mark Holcomb

At the recommendation of the program's advisory committee, Mark motioned to revise the Computer and Information Sciences Certificate and Degree plans as follows effective Fall 2021:
Additions:
 ITSC 2339 Personal Computer Help Desk Support

LEAD 1100 Workforce Development w/Critical Thinking
Change the program fee to $40.00 for the following courses:
 CPMT 1351 IT Essentials: PC Hardware and Software
 ITNW 1316 Network Administration
 ITNW 1325 Fundamentals of Networking Technologies
 ITNW 1458 Network+
 ITNW 2312 Routers
 ITNW 2454 Internet/Intranet Server
 ITSC 2335 Application Software Problem Solving
 ITSE 1301 Web Design Tools
 ITSE 1306 PHP Programming
 ITSE 1402 Computer Programming
 ITSE 1407 Introduction to C++ Programming
 ITSE 2459 Advanced Computer Programming
Occupational Skills Award revisions to include 14 semester hours:
     CPMT 1351 IT Essentials
     ITNW 1325 Fundamentals of Networking Technologies
     ITSE 1301 Web Design Tools
     ITSE 1402 Computer Programming
     LEAD 1100 Workforce Development w/Critical Thinking
Deletion:
 ITSC 2439 Personal Computer Help Desk Support
Bettye Hutchins seconded the motion and it received majority approval.

F. Cosmetology Certificate   Shana Drury
The Cosmetology Advisory Committee recommended the following changes to the certificate program. Shana motioned to approve the following effective Fall 2021:
Additions:
 CSME 1310 Introduction to Haircutting and Related Theory
 LEAD 1100 Workforce Development w/Critical Thinking
Occupational Skills Award of 12 semester hours for crossover students from the Barber program to Cosmetology.
Revision of the program fee to $50.00 for the following:
 CSME 1248 Principles of Skin Care
 CSME 1401 Orientation to Cosmetology
 CSME 1434 Cosmetology Instructor I
 CSME 1435 Orientation to the Instruction of Cosmetology
 CSME 1443 Manicuring and Related Theory
 CSME 1451 Artistry of Hair, Theory and Practice
 CSME 1453 Chemical Reformation and Related Theory
 CSME 2401 Principles of Hair Coloring and Related Theory
 CSME 2410 Advanced Hair Cutting
 CSME 2414 Cosmetology Instructor II
 CSME 2444 Cosmetology Instructor IV
 CSME 2449 Cosmetology Instructor III
Deletion:
 CSME 1410 Introduction to Haircutting and Related Theory
Lori Arnold seconded the motion and it received approval by majority vote.

G. Culinary Arts Certificate   Nina Feldman
At the recommendation of the Culinary Arts Advisory Committee, Nina made a motion to

add LEAD 1000 Workforce Development w/Critical Thinking increasing the program class hours to 416 effective Fall 2021.

Rachel Herrmann seconded the motion and it received majority approval.

H. Dental Assisting Certificate   Shana Drury

The Dental Assisting Program Advisory Committee recommended the following revisions. Shana motioned to approve the following effective Fall 2021:

Add LEAD 1100 Workforce Development w/Critical Thinking for 24-semester hours total. Revise the Occupational Skills Award by adding LEAD 1100 Workforce Development w/Critical Thinking for 14-semester hours total.

Nina Feldman seconded the motion and it received majority approval.

I. Emergency Medical Services   Shana Drury

At the recommendation of the program's advisory committee, Shana made a motion to add LEAD 1100 Workforce Development w/Critical Thinking to the Advanced Emergency Medical Technician Certificate for 20-semester hours total effective Fall 2021. Also included in the motion, effective Spring 2021, was the revision of the contact hours from (0-6) to (0-8) for EMSP 1260 Clinical-Emergency Medical Technology/Technician (EMT Paramedic) (B) and revise the contact hours from (0-12) to (0-14) for EMSP 1362 Clinical-Emergency Medical Technology/ Technician (EMT Paramedic) (A).

Bettye Hutchins seconded the motion and it received majority approval.

J. Farm and Ranch Management Certificate and Degree   Mark Holcomb

The Farm and Ranch Management Advisory Committee recommended the following revisions. Mark Holcomb motioned to revise the program as follows effective Fall 2021:

Additions:
  AGMG 1264 Practicum (or Field Experience)-Farm/Farm and Ranch Management
  AGMG 2265 Practicum (or Field Experience)-Farm/Farm and Ranch Management
  LEAD 1100 Workforce Development w/Critical Thinking.

Increase in the program fee to $35.00 for:
  AGAH 1453 Beef Cattle Production
  AGEQ 1315 Horse Evaluation I

Revise the Occupational Skills Award to include:
  AGCR 1407 Range Management
  LEAD 1100 Workforce Development w/Critical Thinking
  AGRI 1419 Introductory Animal Science
  AGRI 1131 The Agricultural Industry

Revise the Verification of Workplace Competencies to include AGMG 1264 for the certificate and AGMG 2265 for the degree.

Deletions:
  AGMG 1364 Practicum (or Field Experience)-Farm/Farm and Ranch Management
  AGMG 2365 Practicum (or Field Experience)-Farm/Farm and Ranch Management
  Paula Whitman seconded the motion and it received majority approval.

K. Heat, Ventilation, and Air Conditioning Certificate and Degree   Mark Holcomb

At the recommendation of the program's advisory committee, Mark motioned to add LEAD 1100 Workforce Development w/Critical Thinking and to add the course to the Occupational Skills Award for 13-semester hours total. The TBA Electives for the A.A.S. degree will change to 8-semester hours and will be selected from ELPT 1441, ELPT 1457, ELMT 2433, or WLDG 1428. These changes are effective Fall 2021.

Amanda Raines seconded the motion and it received majority approval.

L. Machining Certificate   Mark Holcomb

The program's advisory committee recommended the following revisions to the certificate

program. Mark motioned to make the changes as follows effective Fall 2021:
Add LEAD 1100 Workforce Development w/Critical Thinking
Revise the Occupational Skills Award to include LEAD 1100 for 14-semester hours total.
Bettye Hutchins seconded the motion and it received majority approval.

M. Pharmacy Technician Certificate   Shana Drury
The Pharmacy Technician Advisory Committee recommended the following revisions.
Shana motioned to approve the following effective Fall 2021:
Additions:
 LEAD 1100 Workforce Development w/Critical Thinking
 PHRA 1345 Compounding Sterile Preparations
Revisions:
 PHRA 1201 Introduction to Pharmacy- remove the lab fee
 PHRA 1209 Pharmaceutical Mathematics I- increase the program fee to $50.00
 PHRA 1247 Pharmaceutical Mathematics II- increase the program fee to $50.00
 Deletion:
 PHRA 1445 Compounding Sterile Preparations
Rachel Herrmann seconded the motion and it received majority approval.

N. Surgical Technology Degree   Shana Drury
The program advisory committee recommended the addition of a software fee addition of
$250.00 to SRGT 1409 Fundamentals of Perioperative Concepts and Techniques. Shana
made a motion to make this revision effective Fall 2021.
Bettye Hutchins seconded the motion and it received majority approval.
Shana commented that the Surgical Technology, the Associate Degree Nursing and the
Licensed Vocational Nursing programs will incorporate LEAD 1100 into their curriculum
in the Fall 2022 semester due to the timing of the student selection process.

O. Associate Degree Nursing   Mary Rivard
The Associate Degree Nursing Advisory Committee recommended the following program
revisions. Mary Rivard motioned to revise the Associate Degree Nursing and the Military
to RN degree programs as follows effective Fall 2021:
 Assessment Fee (replacing HESI Exam Fee) for:
     RNSG 1146 Legal and Ethical Issues in Nursing Fee- none
     RNSG 1209 Introduction to Nursing- $200.00
     RNSG 1309 Introduction to Nursing- $200.00
     RNSG 1327 Transition to Professional Nursing- $300.00
     RNSG 1412 Nursing Care of the Childbearing and Child Rearing Family- $200.00
     RNSG 1441 Common Concepts of Adult Health- $200.00
     RNSG 1443 Complex Concepts of Adult Health- $200.00
 Assessment/HESI Fee removed and Hurst Review fee added:
     RNSG 1110 Introduction to Community Based Nursing- Hurst Review Fee: $400.00
Rachel Herrmann seconded the motion and it received majority approval.

P. Licensed Vocational Nursing Certificate   Mary Rivard
At the recommendation of the program's advisory committee, Mary motioned to revise the
following courses by replacing the HESI exam fee with Assessment fee effective Fall 2021:
 VNSG 1222 Vocational Nursing Concepts- $155.00
 VNSG 1429 Medical-Surgical Nursing I- $155.00
 VNSG 1432 Medical-Surgical Nursing II- $155.00
Rachel Herrmann seconded the motion and it received majority approval.

III. OTHER

    A. Core Objective Update   Brad Beauchamp
Brad reported that the End of Semester Course Review (ESCR) reports from faculty measured above the benchmark. He stated that the Fall 2019 Core Objective was Critical Thinking and all items scored above the benchmark. In Spring 2020, Social Responsibility was evaluated and one item fell slightly below the benchmark. He commented that he will monitor the item to make sure there are no issues that need to be addressed. The Summer 2020 Core Objective evaluation addressed Communication and the data for that report is being processed. The Fall 2020 topic is Teamwork and Spring 2021 will cover Empirical and Quantitative Reasoning.

    B. Academic Council will meet again via Teams at 11:00 am on Friday, January 29, 2021.

IV. ADJOURN