

**2016-2017**  
**Annual Report**  
**Committee/Advisory Council Report**

---

Committee Name: Academic Council

Chairperson: Dr. Gary Don Harkey

List of members: Dr. Brad Beauchamp, Mathematics; 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. Mark Holcomb, Industrial Automation Systems/Division Chair Information & Technology; 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.

Dates of meetings: September 23, 2016, October 28, 2016, November 8, 2016, and December 9, 2016; February 3, 2017; March 3, 2017; April, 2017

Accomplishments:

September 23, 2016 –

1. Council members reviewed the Substantive Change Policy. The policy includes approximately 26 topical areas including but not limited to: 1) course and degree offerings; 2) instructional locations; and 3) the college's mission statement, governance and legal status. Betsy explained that approval from Academic Council and College Effectiveness Committee and the Board of Trustees precedes notification to SACSCOC. Failure to follow the substantive change policy and procedures could result in loss of Title IV funding or the requirement to reimburse money received. The process of receiving final approval can take up to 6 months.
2. Dr. Harkey reminded council members that SACSCOC requires notification of any instructional location that will offer 25-49% of a certificate or degree. Fifteen semester hours of coursework reaches the 25% threshold for A.A., A.S. and A.A.T. degrees. Administrators at Burkburnett ISD have expressed interest in expanding their participation in dual credit during the 2017-18 academic year and a potential may exist for a student to get 25-49% of an A.A., A.S., or A.A.T. degree on site. Jason Scheller made a motion to notify SACSCOC of the institutions' intent to offer 25%-49% of the AS, AA, and AAT degrees on site at Burkburnett ISD. Greg Fowler seconded the motion and committee members voted unanimously in approval.

3. Vernon College voluntarily and temporarily withdraw its request for CoAEMSP accreditation of the Emergency Medical Services Paramedic Program. A new program director was hired and he is currently reviewing the program strengths and weaknesses and implementing improvements which will help to prepare the college to seek full accreditation and reinstate the Paramedic program as quickly as possible.

October 28, 2016 –

1. *(all motions presented during this meeting were tabled)*

November 8, 2016 –

1. Council members voted electronically in approval of adding ACAS 0201 Academic Algebra Skills effective Spring 2017. The Department of Education's policy states: If the college deems it in the best interest of the student to take a developmental class that is not required then students must be notified that:

ACAS 0201 will not count toward a degree. There is a 30 semester hour limit for developmental course work for any individual student. For financial aid purposes, developmental hours attempted beyond the 30 hour limit will not be included in the student's course load for determining enrollment status. Federal regulations limit a student's lifetime eligibility for the Pell Grant and the Direct Subsidized loan. All classes, regardless if they are developmental or college level, will count toward the student's lifetime eligibility for these programs. Developmental courses, which do not apply toward the student's degree or certificate, can exhaust the student's eligibility for Pell Grants and/or Direct Subsidized Loans before the student completes their program.

December 9, 2016 –

Council members approved the following

1. Revisions for the Emergency Medical Services Paramedic program:
  - EMSP 1260 Clinical-Emergency Medical Technology/Technician  
Prerequisite: Concurrently enrolled in EMSP 1501 or consent of instructor. Lab Fee: \$24.00; Special Fees: Program Fee: \$50.00; Fisdap Fee: \$35.00; National Registry Testing Fee: \$80.00; Liability Insurance Fee: \$20.00 (Charged once each academic year)
  - EMSP 1338 Introduction to Advanced Practice  
Prerequisites: Licensed EMT-B; concurrently enrolled in EMSP 1355, EMSP 1356, and EMSP 1362 or consent of instructor. Lab Fee: \$24.00; Special Fees: Program Fee \$50.00; EMS-A testing fee \$60.00
  - EMSP 1355 Trauma Management

Prerequisites: Licensed EMT-B; concurrently enrolled in EMSP 1338, EMSP 1356, and EMSP 1362 or consent of instructor. Lab Fee: \$24.00; Special Fees: Program Fee \$50.00

EMSP 1356 Patient Assessment and Airway Management

Prerequisites: Licensed EMT-B; concurrently enrolled in EMSP 1338, EMSP 1355, and EMSP 1362 or consent of instructor. Lab Fee: \$24.00; Special Fees: Program Fee \$50.00

EMSP 1362 Clinical-Emergency Medical Technology/Technician (EMT Paramedic) (A)

Prerequisites: Licensed EMT-B; concurrently enrolled in EMSP 1338, EMSP 1355, and EMSP 1356 or consent of instructor. Lab Fee: \$24.00; Special Fees: Program Fee \$50.00

EMSP 1501 Emergency Medical Technician

Prerequisites: Admission to the EMS Program; concurrently enrolled in EMSP 1260 or consent of instructor. Lab Fee: \$24.00; Special Fees: Program Fee: \$50.00; EMS-B testing fee: \$45.00

2. Revision of the prerequisite for MATH 1350 Mathematics for Teachers I to read: Prerequisite: MATH 1314 with a grade of “C” or better. They also approved revision of the prerequisite for MATH 1351 Mathematics for Teachers II to read: Prerequisite: MATH 1350 Mathematics for Teachers I.
3. Addition of DRAM 2366 Introduction to Cinema to the college’s course inventory and also as a selection option in the Core Curriculum in Creative Arts Component Area.

February 3, 2017 –

Council members approved the revision of the prerequisite for ELMT 2433 Industrial Electronics to ELPT 2419 Programmable Logic Controllers I.

March 3, 2017 –

Council members approved the following:

1. The revision of the lecture/lab hours for CSME 1405 Fundamentals of Cosmetology to (2-7) equaling 144 contact hours.
2. The revision of the special fee for ITSC 2443 Network Security from \$144.00 to \$77.00 and also the removal of the special fee of \$12.00 from ITSC 2364 Practicum.
3. The revision of lecture/lab hours from (3-3) to (3-2) and the contact hours from 96 to 80 for the following biology courses:
  - 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
4. The following fee changes for the Associate Degree Nursing Program:

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

5. Changes to 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)

6. The revision of fees for VNSG 1122 Vocational Nursing Concepts by adding a Nurse Central Fee of \$215.00.

7. The removal of the \$2.00 Special Fee from all course descriptions which totaled 102 courses.

April 2017 – (electronic meeting)

Council members approved the following:

1. The addition of the following courses to the Basic Firefighter Academy: EMSP 1001 Emergency Medical Technician (Continuing Education) and EMSP 1060 Clinical Emergency Medical Technology/Technician (EMT Paramedic) (Continuing Education). The program certificate of achievement will now include –

**BASIC FIREFIGHTER ACADEMY**

Continuing Education CIP 43.0203

Instructional Location - Century City Center

Probable Completion Time - 9 months

Requirements Class Hours

EMSP 1001 Emergency Medical Technician .....128

EMSP 1060 Clinical Emergency Medical Technician 96

FIRS 1001 Firefighter Certification I .....64

FIRS 1007 Firefighter Certification II .....64

FIRS 1013 Firefighter Certification III. ....64

FIRS 1019 Firefighter Certification IV .....64

FIRS 1023 Firefighter Certification V .....96

FIRS 1029 Firefighter Certification VI .....64

FIRS 1033 Firefighter Certification VII .....64

TOTAL .....704

2. Revision of the Suggested Transfer Curricula Guide for Athletic Training: Delete KINE 2156 Taping and Bandaging (ACGM deletion); Revision of TBS Electives from 2 to 3 semester hours.

3. Mathematics and Science Division revisions

Additions:

MATH 0214 Developing Algebra Skills - Course added to the college inventory as a co-requisite with MATH 1314 for students that are not TSI clear in math.

MATH 0332 Developing Contemporary Math Skills – Course added to the college inventory as a co-requisite with MATH 1332 for students that are not TSI clear in math.

MATH 0400 Foundations of Math - Course added to replace MATH 0300 Pre-Algebra for students with TSI math scores of  $< 336$  and  $ABE < \text{or} = 4$ .

Deletions:

ACAS 0201 Academic Algebra Skills

ACMT 0100 Academic Math Skills

MATH 0300 Pre-Algebra

Revisions:

BIOL 1411 General Botany and BIOL 1413 General Zoology

Revise the prerequisite for both courses to read: Texas Success Initiative complete in reading and writing.

Recommendations:

1. Council members recommended that Vernon College voluntarily and temporarily withdraw its request for CoAEMSP accreditation of the Emergency Medical Services Paramedic Program pending a review of the program strengths and weaknesses and the implementation of improvements which will help to prepare the college to seek full accreditation and reinstate the Paramedic program as quickly as possible.
2. Council members recommended to the Vernon College Board of Trustees the addition of ACAS 0201 Academic Algebra Skills effective Spring 2017.
3. Council members reviewed and recommended as submitted the 2017-2018 Verification of Workplace Competencies and the 2017-2018 Occupational Skills Awards (formerly called Marketable Skills Awards)
4. Council members reviewed and recommended as submitted the 2017 Program Evaluation Report and the 2017 Discipline Evaluation Report.

Membership suggestions: N/A

Agendas, exhibits and minutes posted to Vernon College web site address:

[www.vernoncollege.edu](http://www.vernoncollege.edu)

Submitted by: Shana Drury

Date submitted: July 20, 2017