

ACADEMIC COUNCIL MEETING MINUTES
Friday, February 15, 2019
Interactive Video Classrooms
Vernon Campus and Century City Center

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
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	Faculty Senate Representative, 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	
Steven Underhill	Business Administration/ Faculty Senate President		X
Paula Whitman	Division Chair Mathematics & Science, Mathematics Instructor	X	

Guests: Cory Nava, Coordinator of Emergency Medical Services; Holly Scheller, Coordinator of Marketing and Community Relations

I. OLD BUSINESS

A. Review of Minutes – January 25, 2019

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

II. NEW BUSINESS

A. Business Management

Mark Holcomb

At the recommendation of the Business Management Advisory Committee effective Fall 2019, Mark Holcomb motioned to add the following courses to the certificate and degree:
 BMGT 1309 Information and Project Management
 BMGT 1341 Business Ethics

BUSG 1303 Principles of Finance
BUSG 1307 Entrepreneurship & Economic Development
Mark also motioned to remove the following courses from the certificate and degree:
BUSI 2301 Business Law
ITSW 1301 Introduction to Word Processing
Greg Fowler seconded the motion and it received unanimous approval.

B. Cosmetology Mark Holcomb

Mark Holcomb made a motion at the recommendation of the Cosmetology Advisory Committee effective Fall 2019 to change the listing in the catalog from Special Fee to Program Fee and to increase that fee from \$22.00 to \$35.00 to help offset the cost of supplies for the department. Mark commented that the program has not requested a fee increase for several years. Courses with revised Program Fees include:

CSME 1401 Orientation to Cosmetology
CSME 1405 Fundamentals of Cosmetology
CSME 1435 Orientation to the Instruction of Cosmetology
CSME 1451 Artistry of Hair, Theory and Practice
CSME 1543 Manicuring and Related Theory
CSME 1547 Principles of Skin Care/Facials and Related Theory
CSME 1553 Chemical Reformation and Related Theory
CSME 2251 Preparation for the State Licensing Practical Examination
CSME 2310 Advanced Haircutting and Related Theory
CSME 2343 Salon Development
CSME 2414 Cosmetology Instructor II
CSME 2444 Cosmetology Instructor IV
CSME 2449 Cosmetology Instructor III
CSME 2501 The Principles of Hair Coloring & Related Theory
Greg Fowler seconded the motion and it passed unanimously.

C. Dental Assisting Program Nina Feldman

Nina Feldman motioned that the class hours decrease from 98 to 64 for MDCA 1009 Anatomy and Physiology for Medical Assistants for the Dental Assisting Program. She explained that Academic Council approved the revision for the Medical Assisting Program in January 2019; therefore, the change is needed in the Dental Assisting Program Certificate of Achievement. Amanda Raines seconded the motion and it received unanimous approval.

D. Emergency Medical Services Cory Nava

Cory Nava, Coordinator of Emergency Medical Services, presented a draft of the proposed Paramedic (EMT-P) Level 2 Certificate of Completion. Cory explained that the EMS Advisory Committee recommended this program addition and upon Academic Council and Board approval, he will send the documents to the Committee on Accreditation of Educational Programs for the Emergency Medical Services Profession. Upon receiving their approval, Vernon College will begin offering the paramedic courses, which include the following:

EMSP 2164 Practicum (or Field Experience) Emergency Medical
Technology/ (EMT Paramedic)
EMSP 2205 EMS Operations
EMSP 2206 EMS Pharmacology
EMSP 2243 Assessment Based Management

EMSP 2261 Clinical-Emergency Medical Technology/Technician
(EMS Paramedic) (P)
EMSP 2330 Special Populations
EMSP 2434 Medical Emergencies
EMSP 2444 Cardiology

Greg Fowler made a motion to approve the Emergency Medical Services Level 2 Paramedic (EMT-P) Certificate of Completion as presented by Cory Nava and effective Fall 2019. Paula Whitman seconded the motion. Cory added that the EMT Basic and Intermediate certificates will remain the same and the new certificate will include 39 semester hours of instruction. Committee members voted unanimously in approval.

E. Licensed Vocational Nursing **2019-2020** Dr. Mary Rivard

Mary Rivard made a motion at the recommendation of the Vocational Nursing Advisory Committee and effective Fall 2019 to change 'Special Fees' to 'Program Fees' and revise the amount to \$25.00 per semester hour for the following Vocational Nursing courses:

VNSG 1115 Disease Control and Prevention
VNSG 1122 Vocational Nursing Concepts
VNSG 1126 Gerontology
VNSG 1133 Growth and Development
VNSG 1161 Clinical-Licensed Practical/Vocational Nurse Training
VNSG 1162 Clinical-Licensed Practical/Vocational Nurse Training
VNSG 1201 Mental Health and Mental Illness
VNSG 1216 Nutrition
VNSG 1227 Essentials of Medication Administration
VNSG 1234 Pediatrics
VNSG 1320 Anatomy and Physiology for Allied Health (A)
VNSG 1329 Medical-Surgical Nursing I
VNSG 1330 Maternal-Neonatal Nursing
VNSG 1331 Pharmacology
VNSG 1332 Medical-Surgical Nursing II
VNSG 1362 Clinical-Licensed Vocational Nurse (LVN) Training
VNSG 1423 Basic Nursing Skills
VNSG 1460 Clinical-Licensed Vocational Nurse (LVN) Training
VNSG 2431 Advanced Nursing Skills

HESI Testing Fee \$150.00:

VNSG 1122 Vocational Nursing Concepts
VNSG 1329 Medical-Surgical Nursing I
VNSG 1332 Medical-Surgical Nursing II

Nursing Central Fee \$225.00

VNSG 1122 Vocational Nursing Concepts

Greg Fowler seconded the motion and it passed unanimously.

Mary Rivard made an additional motion recommended by the Advisory Committee for the deletion of the following courses that are specifically offered for the evening program. At this time, Vernon College is not offering an evening program.

Deletions:

VNSG 1163 Clinical-Licensed Practical/Vocational Nurse Training
VNSG 1263 Clinical Licensed Vocational Nurse (LVN) Training
VNSG 1363 Clinical-Licensed Vocational Nurse (LVN) Training

Paula Whitman seconded the motion and committee members approved it unanimously.

F. Licensed Vocational Nursing **2020-2021**

Dr. Mary Rivard

Mary Rivard presented revisions to the Licensed Vocational Nursing Certificate of Completion as recommended by the LVN Advisory Committee effective Fall 2020.

Program Additions:

BIOL 2401 Anatomy & Physiology I
BIOL 2402 Anatomy & Physiology II
PSYC 2341 Lifespan Growth & Development

Course additions:

VNSG 1105 NCLEX PN Review
VNSG 1222 Vocational Nursing Concepts
VNSG 1230 Maternal-Neonatal Nursing
VNSG 1323 Basic Nursing Skills
VNSG 1360 Clinical-Licensed Vocational Nurse (LVN) Training
VNSG 1429 Medical-Surgical Nursing I
VNSG 1432 Medical-Surgical Nursing II
VNSG 2331 Advanced Nursing Skills

Course contact hour and prerequisite revisions:

VNSG 1161 Clinical-Licensed Practical/Vocational Nurse Training
VNSG 1162 Clinical-Licensed Practical/Vocational Nurse Training
VNSG 1201 Mental Health and Mental Illness
VNSG 1227 Essentials of Medication Administration
VNSG 1234 Pediatrics
VNSG 1331 Pharmacology
VNSG 1362 Clinical-Licensed Vocational Nurse (LVN) Training

HESI Testing Fee \$150.00:

VNSG 1222 Vocational Nursing Concepts
VNSG 1429 Medical-Surgical Nursing I
VNSG 1432 Medical-Surgical Nursing II

Nursing Central Fee \$225.00:

VNSG 1122 Vocational Nursing Concepts

Course deletions:

VNSG 1115 Disease Control and Prevention
VNSG 1122 Vocational Nursing Concepts
VNSG 1126 Gerontology
VNSG 1133 Growth and Development
VNSG 1216 Nutrition
VNSG 1320 Anatomy and Physiology for Allied Health (A)
VNSG 1329 Medical-Surgical Nursing I
VNSG 1330 Maternal-Neonatal Nursing
VNSG 1332 Medical-Surgical Nursing II
VNSG 1423 Basic Nursing Skills
VNSG 1460 Clinical-Licensed Vocational Nurse (LVN) Training
VNSG 2431 Advanced Nursing Skills

Amanda Raines seconded the motion. Mary explained that upon approval, the revisions will be published in the *2019-2020 General Catalog* as a tool for advising new students entering the program in Fall 2020. She explained that the content of the courses deleted from the program will be added to the remaining courses. BIOL 2401 A & P I will be a prerequisite for admission into the program and BIOL 2402 A & P II and PSYC 2314 Lifespan Growth and Development will be required as companions to specific vocational nursing course work. The recommended changes are in response to weaknesses in prior

students' success rates for the NCLEX-PN Examination. Forty-seven total semester hours are included in this proposed certificate of completion. Melissa Moore asked about articulation agreements with the area high schools. Mary Rivard replied that she is working on updating that information. Committee members voted unanimously in approval.

G. Associate Degree Nursing 2019-2020 Dr. Mary Rivard

At the recommendation of the Associate Degree Nursing Advisory Committee, Mary Rivard motioned to increase the Nursing Central Fee from \$215.00 to \$225.00 for the following courses:

- RNSG 1209 Introduction to Nursing
- RNSG 1309 Introduction to Nursing
- RNSG 1327 Transition to Professional Nursing

Greg Fowler seconded the motion and the vote was unanimous in approval.

Mary explained that the company providing Nursing Central services increased their fee so this increase is to cover the charges.

H. Advanced Placement Scores Amanda Raines

Amanda Raines made a motion to update the Advanced Placement (AP) and College-Level Examination Program (CLEP) scores and to add tables displaying those scores to the *2019-2020 General Catalog* as a reference tool. Paula Whitman seconded the motion and committee members voted unanimously in approval. Amanda commented that she will ask the Division Chairs to review the tables with updated scores and then present them to council members for approval at the March meeting.

III. OTHER

A. Spring 2018 ACGM Mandated Revisions Dr. Lisa Crandall
Removal of the prerequisite of TSI clear in math for ACCT 2301 Principles of
Financial Accounting

Course outcomes updated for BCIS 1305 Business Computer Applications

Mark Holcomb requested that all Course Schedule Advisors (CSA's) be reminder that BCIS 1305 is the preferred course for all Business majors.

B. Core Objectives Update Dr. Brad Beauchamp

Brad Beauchamp reported that for the first time the assessment of student learning in Fall 2018 resulted in all areas of evaluation scoring above the benchmark. The assessment report covered social responsibility, critical thinking and oral and written communication skills. Spring assessments will focus on teamwork.

C. The next Academic Council Meeting will be Friday, March 8, 2019.

IV. ADJOURN