

**ACADEMIC COUNCIL MEETING MINUTES**  
**Monday, March 22, 2013**  
**Interactive Video Classrooms**  
**Vernon Campus and Century City Campus**

Present: Dr. Gary Don Harkey, Chair; Cathy Bolton, Lana Carter, Greg Fowler, Karen Gragg, Marian Grona, Mark Holcomb, Kristin Harris, Bettye Hutchins, Joe Johnston, Lynn Kalski, Shana Munson, Jessica Sutherland, and Sharon Winn. Absent: Adrien Ivan, Joe Hite, and Michelle Wood

**I. Old Business**

**A. Approval of Minutes**

Greg Fowler motioned to accept the February 22, 2013 minutes seconded by Karen Gragg. The motion passed unanimously.

**II. New Business**

**A. Biology**

Karen Gragg made a motion to delete BIOL 2421 Microbiology for Science Majors and add BIOL 2420 Microbiology for Non-Science Majors effective Fall 2013. Karen explained that the prerequisites defined in the ACGM are too restrictive for the intended purpose of the course in our A.A.S. degree programs. Cathy Bolton seconded the motion and the committee voted unanimously in favor.

**B. Physics**

Karen Gragg motioned to revise the course prerequisites for PHYS 1401 College Physics I by adding MATH 1314 and MATH 1316 as prerequisites to match the requirements listed in the ACGM. Greg Fowler seconded the motion and it passed unanimously.

**C. EDUC 1300 Learning Framework**

Joe Johnston made a motion to add EDUC 1300 Learning Framework to our inventory as a pilot at the recommendation of the Student Success by the Numbers Committee. This is a transfer credit course that could be used as an elective in the A.A. and A.A.T. degrees. This course is intended for students that are capable of succeeding but may need a little more attention or assistance. The ACGM includes the following statement relating to this course: "NOTE: While traditional study skills courses include some of the same learning strategies – e.g., note-taking, reading, test preparation etc. – as learning framework courses, the focus of study skills courses is solely or primarily on skill acquisition. Study skills courses, which are not under-girded by scholarly models of the learning process, are not considered college-level, and, therefore, are distinguishable from Learning Framework courses." Jessica Sutherland seconded the motion. Dr. Harkey commented that the Fall 2013 Registration Guide will include a section recommending EDUC 1300 for students in the following situations:

1. Students on academic suspension.
2. Students on academic probation.
3. Students for whom it has been a long time since they were in school.
4. Students concerned about transitioning from high school to college.

The vote was unanimous in approval.

**D. Emergency Medical Services**

Shana Munson motioned to add EMSP 2260 Clinical-Emergency Medical Technology/Technician (EMT Paramedic) (P) and delete EMSP 2160 Clinical-Emergency Medical Technology/Technician (EMT Paramedic) (P) effective Fall 2013. She explained that students need additional clinical hours to comply with the National Registry curriculum and this change will increase contact hours from 96 to 128. Shana also included in the motion to delete EMSP 1160 Clinical-Emergency Medical Technology/Technician (EMT Paramedic) (B) and add EMSP 1260 Clinical-Emergency Medical Technology/Technician

(EMT Paramedic) (B). This change will increase the course contact hours from 80 to 96 to comply with the National Registry curriculum. Greg Fowler seconded the motion and it passed unanimously.

**E. Automotive Technology; Heat, Ventilation, and Air Conditioning; Industrial Automation; Machining; and Welding Basic Certificate**

Mark Holcomb made a motion to delete the basic certificates from the following programs: Automotive Technology; Heat, Ventilation, and Air Conditioning; Industrial Automation; Machining; and Welding. He explained that very few students stop with the basic certification; most students go on to obtain the advanced certificate. He explained that the basic certificate does not prepare students to be workforce ready. Mark included in the motion the removal of the word “advanced” from the certificate titles as needed. Jessica Sutherland seconded the motion and the committee unanimously approved the motion.

**III. Other**

- A.** Mark Holcomb announced that a note of explanation will be added to the course schedule and to the catalog description for COSC 1301 Introduction to Computing. The note will state:

“COSC 1301 Introduction to Computing is a course based on Microsoft PC compatible computer systems and the Microsoft Office Suite which is currently available for the PC compatible systems.

MAC/Apple users must be aware that there are many differences, inconsistencies, and the lack of all required applications to complete the course curriculum when using a MAC/Apple computer system.

The student is responsible for having or acquiring the required equipment and appropriate software to complete the course requirements.”

- B.** The next Academic Council Meeting will be Friday, April 26 at 11:00 am in VER204 and CCC712.

**IV. Adjourn**

The committee voted unanimously to adjourn.

Sharon Winn submitted a motion via e-mail, seconded by Shana Munson, asking council members to vote in favor or against the revision of prerequisites for CSME 2310 to read as follows: Concurrent enrollment in CSME 1405 and/or consent of instructor. The motion passed by majority vote; therefore, the *2013-2014 General Catalog* description was updated.