

ACADEMIC COUNCIL MEETING MINUTES
Friday, October 19, 2018
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	Associate Dean of Instructional Services, Co-Chair	X	
Dr. Brad Beauchamp	Coordinator 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	Associate 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	

I. OLD BUSINESS

Approval of Minutes – September 21, 2018

Greg Fowler made a motion to accept the September 21, 2018 minutes, seconded by Mark Holcomb. The motion passed unanimously.

II. NEW BUSINESS

A. Criminal Justice

Greg Fowler

Greg made a motion to add CRIJ 1306 Court Systems & Practices to the college course inventory effective Fall 2019. This course will be listed on the Suggested Transfer Curriculum for Criminal Justice as an option for the Suggested Electives. Greg commented that Midwestern State University’s Criminal Justice Degree Plans now

include this course as an option for students seeking a bachelor's degree. Bettye Hutchins seconded the motion and it received unanimous approval.

B. Health Information Management Shana Drury

At the recommendation of the HIM Advisory Committee and to fulfill the accrediting body's requirements for the program, Shana made a motion to make the following revisions to the Health Information Management Program:

- Add an entry-level Health Information Analyst Level I Certificate. This certificate will prepare students for an entry-level clerical position in a medical record or health department;
- Add HITT 1160 Clinical-Health Information/Medical Records Technology/Technician to the course inventory for the Level I Certificate;
- Add MATH 1342 Elementary Statistical Methods and remove SPCH 1315 Public Speaking for the Level II Certificate and the A.A.S. Degree.

Greg Fowler seconded the motion and the committee voted unanimously in approval.

In addition to the changes listed above, the HIM Advisory Committee also approved the following program requirement revisions for the Level II Certificate and the A.A.S. Degree:

- Students enrolled in the Level II Certificate of Completion and the A.A.S. degree must complete BIOL 2401 and BIOL 2402 with a grade of "C" or better to be eligible to apply for admission to the program.
- Students must earn a grade of "C" or better in all courses to complete the program.

III. OTHER

A. Substantive Change Update Shana Drury
Clarification from SACSCOC:

"...If it is an **internet course** that the student **can work on anywhere/anytime** then it will not count toward the threshold if they are not receiving any type of instruction while being 'required' to 'work on their courses/s' at the high school."

B. Core Objective Update Brad Beauchamp
Brad reported that the Summer 2018 assessment is finished. Personal responsibility is the assessment topic for the Fall 2018 semester.

C. The next Academic Council Meeting will be Friday November 9, 2018.

IV. ADJOURN