

ACADEMIC COUNCIL MEETING MINUTES
Friday, November 22, 2013
Interactive Video Classrooms
Vernon Campus and Century City Campus

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

I. Old Business

A. Approval of Minutes

Greg Fowler motioned to accept the October 25, 2013 minutes seconded by Joe Hite. The motion passed unanimously.

II. New Business

A. AUMT 1472 – Local Needs Course Renewal

At the recommendation of the Automotive Advisory Committee, Mark Holcomb made a motion to renew the Local Needs Course, AUMT 1472 High Performance Modification: Theory and Execution seconded by Shana Munson. Mark explained that the course is an elective in the Automotive Technology program and the demand continues for technicians who have the knowledge and ability to modify high performance engines. There is no WECM course similar to this course description. Council members unanimously voted their approval of this motion.

B. MATH 0310 Developmental Mathematics

Karen Gragg motioned to revise MATH 0310 Developmental Mathematics to better align with the S3 Grant. Included in the revision is a statement that the course may be repeated two additional times for credit. Karen said she has had extensive discussions with the Registrar's Office to identify the most effective way to handle grades for the multi-level approach to the course. Faculty are able enter a grade and a course level as they assign grades each semester in POISE. Grades will be A, B, C, D, or F and the level will be either 1, 2 or 3. The math and communication departments must identify the point where students have satisfactorily completed each level. Greg Fowler seconded the motion and the committee voted unanimously to approve the motion.

Karen Gragg commented that she was withdrawing the motion related to ACMS 0001 that was tabled during the October meeting because the course is no longer needed.

C. Sharon Winn made a motion to remove COSC 1301 from the Major Requirements for A.A.S. degree plans. She explained that this step is necessary to bring the total required hours for A.A.S. degrees down to 60. In most cases COSC 1301 will be added to electives available for selection. Dr. Harkey commented that SACS 2.7.3 requires a minimum of 15 hours of general education requirements and SACS no longer addresses computer literacy. Shana Munson seconded the motion and it passed unanimously.

D. Administrative Office Technology

Mark Holcomb highlighted changes to the Administrative Office Technology program and made a motion to approve the revisions. The changes are necessary to reduce the total hours required for the degree to 60 and to align the certificate with the degree requirements. This will be accomplished by removing COSC 1301 and ITSC 1409 from

the general education requirements and listing them in the approved electives footnote and changing electives to 8 hours total. Shana Munson seconded the motion and it passed unanimously.

E. Computer and Information Sciences

Mark also submitted changes to the Computer and Information Sciences program that reduce the total required hours for the A.A.S. degree to 60 and revise the certificate accordingly. He included in the motion the addition of 4 Marketable Skills awards for the certificate program. Jessica Bennett seconded the motion and council members voted unanimously in approval.

F. Emergency Medical Services

As recommended by the EMS Advisory Committee, Shana Munson motioned to revise the Emergency Medical Services course offerings by deleting clinical courses EMSP 1162 and EMSP 1163 and replacing them with EMSP 1362. She stated that this change will simplify the coordination of clinical assignments and rotations. Shana also included in the motion to delete EMSP 2260 Clinical and add EMSP 2164 Practicum to satisfy the National Registry curriculum requirements for field experience for the ambulance rotations. Bettye Hutchins seconded the motion and it passed unanimously.

G. Farm and Ranch Management

Mark Holcomb made a motion to revise the Farm and Ranch Management certificate by removing COSC 1301 and increasing the TBA AGRI/Farm and Ranch Management related electives to 6 semester hours. Shana Munson seconded the motion. Mark also mentioned a mandatory WECM revision to the course description and course outcomes for AGEQ 1411 Equine Science I. Council members voted unanimously to approve the motion.

H. Health Information Management

Shana reviewed proposed changes to the Health Information Management certificate and degree plans that include removing COSC 1301 and replacing HITT 1305 Medical Terminology with HITT 1205 Medical Terminology. Bettye Hutchins seconded the motion and it received unanimous support from council members.

I. Heat, Ventilation and Air Conditioning

Mark Holcomb motioned to revise the Heat, Ventilation and Air Conditioning certificate and degree plans by removing COSC 1301, deleting HART 2368 Practicum and adding HART 2468 Practicum. Also, the electives are changed from 7-8 to 9 semester hours. Jessica Bennett seconded the motion and the vote was unanimous in approval.

J. Welding

Mark also reported revisions to the Welding certificate and degree plans. He motioned to remove COSC 1301 from the general education requirements, delete WLDG 1327 Welding Codes and adding WLDG 1427 Welding Codes and Standards. The additional time in this course will allow sufficient time to cover essential skills and knowledge. Also included in the motion was changing the electives from 3-4 to 3 semester hours. Jessica Bennett seconded the motion and it passed unanimously.

K. Shana Munson made a motion to petition the Board of Trustees to request the reinstatement of the previously closed A.A.S. degrees in Automotive Technology, Emergency Medical Services, and Farm & Ranch Management. The THECB sent out a notice that the 83rd Legislation determined that the Coordinating Board does not have the authority to close programs. The college received a letter from the THECB asking what we plan to do with the programs. Program coordinators agreed that we should

reinstate them. That recommendation must come from the college's Board of Trustees. Sharon Winn seconded the motion and it was unanimously approved.

- L. Sharon Winn reviewed the Associate in Arts, Associate in Science and Associate of Arts in Teaching degree plan revisions that include the updated core curriculum changes and a total of 60 semester hours for each degree. Jessica Bennett seconded the motion and the committee passed it unanimously.
- M. Due to time constraints, Dr. Harkey asked the committee to table the motion related to the Suggest Transfer Curriculum for the *2014-2015 General Catalog*. The committee will address this motion during the January 2014 meeting.

III. Other

The next Academic Council Meeting will be Friday, January 31, 2014, at 11:00 am in VER204 and CCC712.

IV. Adjourn

The committee voted unanimously to adjourn.