Curriculum Committee Meeting Minutes  
May 12, 2011   2:30 pm  
LRC-201

Present:  Ann Clark, Judy Gerhart, Theresa Marks, Mike Martin, Bo Myers, Jim Niessner, Judy Oleks, Dan Ryan, and Nancy Thorpe.  Absent: Lynn Drury, Marlys Palmer  Guests:  Lori Spessard, Dawn Dingle, Thomas Burge and Margaret Spivey.

Item #85 Program Modification AS.BUS   This proposal, submitted by the Business Department, requests the modification of the Business Administration AS Degree program. By moving the SPD-103 course to the electives area and adjusting the credits accordingly, HCC will have this degree available totally on-line. No change to the program description before the approval for offering/advertising the program as available totally online. The Committee endorses this proposal.

Item #86 New Program Proposal CER.HRM   This proposal, submitted by the Business Department, presents the proposal for a Certificate in Human Resource Management. The certificate requires 21 credits. This proposal has been tabled for this Academic Year. It was suggested to Lori Spessard that the Business Department also review the other two certificates in the Management area for consistency among the three Certificates.

Item #87 Course Modification RAD-218   This proposal, submitted by the Health Sciences Division, details the change in co-requisite courses by adding RAD-215. Students need to take RAD-215 prior to their clinical experience. The Committee endorses this proposal.

Item #88 Course Modification RAD-222   This proposal, submitted by the Health Sciences Division, details the change in co-requisite courses by adding RAD-215. Students need to take RAD-215 prior to their clinical experience. The Committee endorses this proposal.

Item #89 New Program of Study Proposal AAS.IPC    This proposal, submitted by the Technology and Computer Studies Division, outlines the Digital Instrumentation and Process Control AAS Degree program. The program includes five new courses (see below) which will be offered beginning Spring 2012 if there is a demand. Students can complete the program in two years. There are industry standard certifications available, but most likely the employer will support after graduation. It is desirable to have this new program listed in the College Catalog 2011-2012 issue. The Committee endorses this proposal from the TCS Division. Dr. Oleks will bring to the Board of Trustees and submit to MHEC for approval.

Item #90 New Course Proposal ELE-101   This proposal, submitted by the Technology and Computer Studies Division, proposes a new course Computer Networking for Digital Instrumentation. The Committee endorses this proposal from the TCS Division.

Item #91 New Course Proposal ELE-103   This proposal, submitted by the Technology and Computer Studies Division, proposes a new course Analog and Digital Electronics. The Committee endorses this proposal from the TCS Division.

Item #92 New Course Proposal ELE-205   This proposal, submitted by the Technology and Computer Studies Division, proposes a new course Instrumentation Repair and Maintenance. The Committee suggested a title change such as Repair and Maintenance for Instrumentation.
This allows identification of the course with the ELE designator and not the INT designator. The Committee endorses this proposal from the TCS Division.

**Item #93 New Course Proposal ELE-235**  This proposal, submitted by the Technology and Computer Studies Division, proposes a new course Instrumentation Advanced Concepts and Applications. The Committee suggested a title change such as Advanced Concepts and Applications for Instrumentation. This allows identification of the course with the ELE designator and not the INT designator. The Committee endorses this proposal from the TCS Division.

**Item #94 New Course Proposal INT-213**  This proposal, submitted by the Technology and Computer Studies Division, proposes a new course Instrumentation and Process Control II. This course will serve as the concentrator course for the degree program. The Committee endorses this proposal from the TCS Division providing the prerequisite states INT-113 in all paperwork.

**Item #95 Course Modification MAT-203**  This proposal, submitted by the Mathematics and Science Division, details the change to the prerequisite on MAT-203. The rationale is MAT-161 is the best course as a prerequisite. The combination of MAT-101 and MAT-102 does not cover all material as delivered by MAT-161. Thus the students are not prepared to take the Calculus I course (MAT-203). The Committee endorses this proposal from the Mathematics and Science Division with the condition of changing the prerequisite of MAT-161 to be MAT-101 for clarity.