Item #28 Program Modification  AA.VAR  This submission from the Humanities and English Division proposes to change the AA degree in Art. This proposal was tabled in December for further investigation by Advising and the Curriculum Coordinator on transfer issues. After this meeting, a new program of Study Detail was developed. Copies were distributed at the meeting. Joan Bontempo answered the questions from the Committee on the changes. The program now requires 61 credits for competition distributed as follows: 31 General Education credits; 12 Program Requirement credits; 6 credits in Restricted Electives and 12 credits in Free Electives. The Committee endorses this proposal from the Humanities and English Division. Mike Martin noted that the new flexible VAR/VAE degrees are similar and perhaps the VAE Option should be made inactive.

Item #19 Course Modification MAT-110 This proposal, submitted by the Mathematics, Science and Engineering Division, details a change in title, description and contact hours. This item was tabled from the December meeting. Dr. Warner met with Tom Crawford and they worked on a solution – keep the 1 credit course with a change in title, description and contact hours. The Committee endorses this proposal from the Mathematics, Science and Engineering Division.

Item #20 Inactivate Course MAT-119 This proposal, submitted by the Mathematics, Science and Engineering Division, seeks to make MAT-119 (4 credits Introduction to Statistics with Computer Applications) inactive. Course content in MAT-109 (3 credits) will be enhanced to include ANOVA, delivery methods, and practical applications. If a student needs a 4 credit Statistics course, they should take MAT-109 and MAT-110. The Committee endorses this proposal from the Mathematics, Science and Engineering Division.

Item #32 New Course Proposal  PED-178 This proposal, submitted by the Health, Physical Education and Leisure studies Division details the new course, Advanced Track, with a 1 credit value. The Committee endorses this proposal from the Health, Physical Education and Leisure studies Division.

Item #33 New Course Proposal  PED-185 This proposal, submitted by the Health, Physical Education and Leisure studies Division details the new course, Advanced Soccer, with a 1 credit value. The Committee endorses this proposal from the Health, Physical Education and Leisure studies Division.

Item #34 Course Modification FRN/GER/SPN level 101/102 This submission from the Humanities and English Division proposes to change the credit value on the 101 and 102 level of French, German and Spanish. Co-chair Danny Webber read Tom Seward’s email to the committee as presentation. It is important to align the HCC courses with those offered statewide. When asked why these courses were 4 credits, consensus of the committee remembered there was a language lab component associated with the lecture class. The Committee endorses this
proposal from the Humanities and English Division. A reminder to double check the CLEP and AP testing chart to reflect this change in credits was posed by Mike Martin.

Item #35 Inactivate Course NUR-205 This proposal, submitted by the Nursing Division asks to make NUR-205 inactive. Course content is now covered by incorporating into other courses of the curriculum for the Nursing students. It has not been offered since Spring 2009. The Committee endorses this proposal from the Nursing Division.

Item #36 Inactivate Course NUR-211 This proposal, submitted by the Nursing Division asks to make NUR-211 inactive. Course content is now covered by incorporating into other courses of the curriculum for the Nursing students. It has not successfully run since Spring 2006. The Committee endorses this proposal from the Nursing Division.

Item #37 Program Modification AAS.GDT This proposal submitted by the Technology and Computer Studies Division details the changes to the Graphic Design AAS degree. In an effort to reduce the credits required for completion to 60, the Graphic Design faculty would like to reduce the number of Elective credits required to 6 and have the Electives be Restricted to the list. The committee had two inquiries. The first was about the MAT-101 required General Education course. Is this really required or could the standard “select one course from the approved list” be substituted? The second was the AAS degree is considered a terminal degree (Career Track). The reference to ‘transfer’ in the descriptive paragraph and in the Electives area should be removed. The Committee conditionally approved the proposal from the Technology and Computer Studies Division.

Item #38 Program Modification AA.GDT This proposal submitted by the Technology and Computer Studies Division details the changes to the Graphic Design AA degree. In an effort to reduce the credits required for completion to 61, the Graphic Design faculty would like to reduce the number of Elective credits required to 9 and have the Electives be Restricted to the list. While it is important for the Electives to be pertinent to the major’s content, restricting the electives in a transfer program is not the best for students. Biology is the only other transfer program with Restricted Electives (working on getting that changed). Also, Mike Martin knows that ART 102 and ART 108 transfer to Shepherd as the same course. The language for the Mathematics General Education needs to be standardized. This proposal was tabled for further consultation with faculty and Advising.

Item #39 Program Modification AA.ASC and AS.ASC This proposal details the changes to the AA and AS in Arts and Sciences program. This is the MHEC approved program for all of the Options HCC offers. Currently these programs require 64 credits to complete. With the initiative to reduce credits required to 60 across all programs, it is necessary to modify the ‘parent’ program to have minimum of 60. It was also suggested to insert the word “Minimum” preceding 12 in the Program Requirement and Electives since this is how Degree Audit works. The Committee endorses this proposal.

Item #40 Program Modification AA.GST This proposal details the changes to the AA in General Studies program by reducing the number of required credits for completion to 60. This is simply accomplished by reducing the Program Requirements to be 29. It was suggested to use the standard language in the Information Literacy and Mathematics General Education area. The Committee endorses this proposal.
Item #41 New Course Proposal HEA-203  This proposal, submitted by the Health, Physical Education and Leisure studies Division details the new course, Personalized Approach to Mental and Physical Health, with a 3 credit value.  Mr. Myers discussed this new course with the Committee.  This course will be offered in as hybrid instruction method with the course content delivered online and the physical activities held on campus.  There are no pre-requisites on the course.  The Committee endorses this proposal from the Health, Physical Education and Leisure studies Division

Other items included:

- Approval of the December minutes
- Discussion about ENG-112 Technical Writing and its pre-requisite of ENG-101 – could this change? This change would be beneficial to Career Programs.  Still working on this. Judy Gerhart shared Joan Johnson’s email on this topic. Joan has been in contact with the Chair of the State Writing Alignment Committee asking advice. A new course description has been developed.
- Discussion about Emerging Issues - Diversity - Computer Literacy General Education courses. Mike Martin distributed a copy of the General Education course listings from Carroll Community College which has “Emerging Issues” as a category.

When any item listed above was supported, there was a motion, a second and a vote following. All items endorsed received unanimous votes unless noted otherwise.

Next meeting scheduled for February 9, 2012 in Room 1 of the Student Center at 2:30 PM. Meeting adjourned.