Curriculum Committee Meeting Minutes   DRAFT
March 31, 2011   2:30 pm
LRC-201

Present: Ann Clark, Lynn Drury, Judy Gerhart, Mike Martin, Jim Niessner, Judy Oleks, Marlys Palmer, Dan Ryan, and Nancy Thorpe.   Absent: Theresa Marks, Bo Myers. Guests: Angela Stoops, Brenda Hassinger, Dawn Dingle, Sean Maher, Lori Spessard and Devin Buries.

Item #22 New course proposal RAD-213. This proposal, submitted by the Health Sciences Division, details the new Patient Care for Advanced Medical Imagers course.   The course will serve as a refresher course and is not included in any Medical Imaging programs. Course will be coded as Instructor Consent required for admittance and will be offered on a demand basis. The Committee supports adding RAD-213 to the inventory of courses.

Item #39 New course proposal RAD-215. This proposal, submitted by the Health Sciences Division, details the new Pathology for Imaging Sciences course.   This course is delivered on-line. The course will be added to the MR and CT Certificate programs. The Committee supports adding RAD-215 to the inventory of courses. **The Committee also endorses the changes to the MR and CT Certificate programs – pending forms submitted to the Committee.**

Item #40 New course proposal RAD-190. This proposal, submitted by the Health Sciences Division, details the new Supplemental Clinical Education course.   This course is designed to meet the needs of readmitted students or those students requesting supplemental clinical education. Course will be coded as Instructor Consent required and students will be admitted to the section where available clinical slots are available. The Committee supports adding RAD-190 to the inventory of courses.

Item #41 Modifications to the AA.HPL program. This proposal from the Health, Physical Education and Leisure Studies Division outlines changes to the General Education, Program Requirements and Electives areas of the program. The change is necessary to bring this AA degree Option program into alignment with the AA.ASC degree program. There is a correction: in Restricted Electives HEA-103 should not be removed. The Committee supports the change proposed to the AA.HPL program with the change noted.

Item #42 General Education Course Proposal for WEB-101. This proposal, submitted by the Technology and Computer Studies Division, details how WEB-101 Web Design I meets the **new** outcomes for the Computer Literacy General Education Courses. The Committee supports adding WEB-101 Web Design I to the Computer Literacy General Education Course Listing.

Item #42A Course modification to WEB-101. This proposal, submitted by the Technology and Computer Studies Division, details the change in prerequisites to WEB-101 Web Design I by adding IST-100 and IST-101. Students without the basic keyboarding/typing skills are at a huge disadvantage when taking this course. It was suggested that TCS offer a 5-week online section of IST-101 and then offer a 10 week WEB-101 for those students needing the Keyboarding course; this scenario allows students to complete WEB-101 without delay. Another suggestion

was to encourage students take the no fee IST-101 exemption test when doing placement tests for Math, English, SALI. Perhaps the Learning Center may have software available for student use when new facility is open—email Dawn Schoenenberger on additional software needs. The Committee supports the changes proposed to the WEB-101.

Item # 43 Course Modification to WEB-205.   This proposal, submitted by the Technology and Computer Studies Division, outlines the changes to WEB-205 Web Server Administration seeking to change prerequisites (remove WEB-210, add WEB-110, WEB-210 and WEB-215), change title (Content Management Systems) and change the course number (WEB-220).   The course will serve as the Capstone course for the AAS.WEB. With these suggested changes, Shepherd University will accept this course. WEB-205 will be discontinued and will be equated to WEB-220 in Datatel. The Committee supports the changes proposed to the WEB-205.

Item # 44 Course Modification to WEB-215.   This proposal, submitted by the Technology and Computer Studies Division, outlines the changes to WEB-215 Interactive Media seeking to change course title to JavaScript and Multimedia and change the prerequisites to WEB-101 (was WEB-110). The new title change more accurately describes the focus of the course. The change in prerequisites will allow more programming students to enroll in the course and WEB students may then take 110 and 215 concurrently. The Committee supports the changes proposed to the WEB-215.

Item # 45 Modifications to AAS.WEB program.   This proposal, submitted by the Technology and Computer Studies Division, outlines the changes to the AAS degree in Web and Multimedia Technology. Changes proposed are: replacing IST-102 with WEB-101 as the Computer Literacy Gen Ed requirement; removing IST-107, WEB-101 WEB-205 and adding IST-102 and WEB-220 to the program requirements; adding MGT-104, MGT-201 and SDE-201 to the electives area. The Committee supports the changes proposed to the AAS.WEB program of study.

Item # 46 Modifications to CER.WBM program. This proposal, submitted by the Technology and Computer Studies Division, outlines the changes to Certificate in Web/Multimedia Development program. Changes proposed are removing GDT/ART-116, GDT-146, STU-106 and adding IST-101, IST-102, IST-173, IST/CSC-109 and WEB-210. The credits required for the Certificate as proposed increase from 25 to 31 credits. These changes combine the two current WEB certificates into one, allowing the students to focus on completing a single certificate. The Committee supports the changes proposed to the CER.WBM program of study.

Item # 47 Discontinuation of CER.WBA program.   This proposal, submitted by the Technology and Computer Studies Division, seeks to discontinue the Certificate in Web Applications Development. The above modified Certificate in Web/Multimedia Development incorporates this program's requirements into its modified requirements. Any student enrolled in the CER.WBA will be able to complete since all of the required courses will still be offered. The Committee supports the changes proposed to the CER.WBA program of study. **Dr. Oleks will bring this item to the Board of Trustees and then notify MHEC.**

Item # 48 Modifications to AAS.A&B program.   This proposal from the Behavioral and Social Sciences/Business Division outlines changes to the AAS.A&B program. Due to the change in

credit hours for ACC-101/102 and the addition of ACC-109 in program requirements the credits for Program Requirements increase to 45. Total Program credits increase by one (66-68).   The Committee supports the changes proposed to the AS.BUS program of study.

Item # 49 Modifications to AS.BUS program.   This proposal from the Behavioral and Social Sciences/Business Division outlines changes to the AS.BUS program. Due to the change in credit hours for ACC-101/102 in program requirements (decrease by 2 to 21 credits) the elective credits will increase by 2 (10-12 credits). Total Program credits are not changed.   The Committee supports the changes proposed to the AS.BUS program of study.

Item # 50 Modifications to AAS.MGT program.   This proposal from the Behavioral and Social Sciences/Business Division outlines changes to the AAS.MGT program. Due to the change in credit hours for ACC-101/102 in program requirements (decrease by 2 to 36 credits) the elective credits will increase by 2 (5-7 credits). Total Program credits are not changed.   The Committee supports the changes proposed to the AAS.MGT program of study.

Item # 51 Modifications to AAS.MMC program.   This proposal from the Behavioral and Social Sciences/Business Division outlines changes to the AAS.MMC program. Due to the change in credit hours for ACC-101/102 in program requirements (decrease by 2 to 39 credits) no change in the elective credits. Total Program credits are changed to be 64-67.   The Committee supports the changes proposed to the AAS.MMC program of study.

Presentation of the Paramedic Emergency Services proposals (Items 52 through 74) as submitted by the Health Sciences Division. Devin Buries presented the proposed changes to the PES courses (moving to EMS designator) including the Programs of Study impact from these changes; a new course (EMA-140); change in credits for EMS-151 (former PES-102) and a new Letter of Recognition.

Item # 52 New course proposal EMS-140. This proposal, submitted by the Health Sciences Division details the new course Introduction to Advance Life Support. This course will help bridge the knowledge level between EMT's and the educational requirements of an EMT-Intermediate or Paramedic training program.   This new course and EMS-101 Emergency Medical Technology – Basic are the courses in the proposed Letter of Recognition (See Item 53). The Committee supports adding EMS-140 to the inventory of courses.

Item # 53 New program proposal LTR.EMS. This proposal, submitted by the Health Sciences Division details the new program proposed as Letter of Recognition in Emergency Medical Services. There are no prerequisites for this entry-level program. This program will allow students to complete initial EMT training without committing to paramedic certificate or degree. The Committee supports proposed Letter of Recognition in Emergency Medical Services. **Dr. Oleks will bring this item to the Board of Trustees.**

Item # 54 Course modification PES-102. This proposal, submitted by the Health Sciences Division, details the change in designator to EMS-151 (was PES-102) and increases the credits to 3 (were 2). The new designator, EMS is discussed in Item # 55-70 below. The increase in credits will allow instruction to address a deficiency in training in critical thinking, paramedic

diagnosis, history taking and the physical exam components of the course. The Committee supports the proposed modification to PES-102/EMS-151.

Item #55-71 Course modifications to PES courses. These proposals as submitted by the Health Sciences Division detail the change in designator to EMS which is an acronym applicable to all levels of prehospital education, and the re-numbering will reflect the chronological order students must take classes in, and will also allow for growth in curricula offerings in the future. Each of the PES to EMS courses will be equated in Datatel. The following chart shows the PES and the new EMS courses.

Item #	PES	EMS		Item #	PES	EMS
55	101	101		63	111	180
54	102	151		64	187	185
56	103	181		65	201	163
57	104	220		66	202	164
58	105	161		67	203	210
59	106	162		68	204	211
60	107	201		69	205	281
61	108	182		70	206	282
62	110	155		71	207	221

The Committee supports the proposed modification of the above listed PES to EMS courses.

Item # 72 Program modification to AAS.PES. This proposal, submitted by the Health Sciences Division reflects the changes to AAS.PES Program due to the re-numbering and EMS designator changes. The Committee supports the changes proposed to the AAS.PES program of study.

Item # 73 Program modification to CER.PES. This proposal, submitted by the Health Sciences Division reflects the changes to CER.PES Program due to the re-numbering and EMS designator changes. The Committee supports the changes proposed to the CER.PES program of study.

Item # 74 Program modification to CER.EMT. This proposal, submitted by the Health Sciences Division reflects the changes to CER.EMT Program due to the re-numbering and EMS designator changes. The Committee supports the changes proposed to the CER.EMT program of study.

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

Next meeting scheduled for April 14, 2011 in LRC-201 at 2:30 PM.

Special April meeting scheduled for April 15, 2011 in CC1 of the Student Center at 1:00 PM. The room is reserved until 4:00 PM. The agenda for this meeting is General Education Course Review for those General Education areas where the Outcomes have changed. Lunch will be provided as a pot-luck dinner.

Meeting adjourned.