CURRICULUM DEVELOPMENT & REVIEW COMMITTEE
Meeting Minutes - December 9, 2021

Attended: N. Arnone, C. Baer, P. Benecewicz, C. Brereton, T. Burge, C. Cramer, K. D'Ambrisi, T. Emanuel, L. Hadley, B. Lamma, D. Leisher, M. Martin, M. McDaniel, D. Poole, Dr. Renninger, Dr. Warner, S. Wynkoop

Absent: D. Nally

I. Motion to Approve November 2021 Meeting Minutes (Approved)

II. Course & Program Proposals for Review & Approval:

HEALTH SCIENCES DIVISION					
CC#	**Tied to CC#**	**Course or Program**	**Proposal Type**	**Description**	**Action**
DEC-101		**MAP 105:** Medical Office Management	Course Inactivations	Taught Out for 2020 Suspended Programs	Approved
DEC-102		**MAP 110:** Introduction to Health Science Professions and Technology		Taught Out for 2020 Suspended Programs	Approved
DEC-103		**MAP 205:** Diagnotic Laboratory Procedures for the Medical Assistant		Taught Out for 2020 Suspended Programs	Approved
DEC-104		**MAP 210:** Clinical Medical Assistant		Taught Out for 2020 Suspended Programs	Approved
DEC-105		**MAP 211:** Coding Simulation and Certification Preparation		Taught Out for 2020 Suspended Programs	Approved
DEC-106		**MAP 217:** Medical Assistant Externship		Taught Out for 2020 Suspended Programs	Approved
DEC-107		**PLB 105:** Phlebotomy		Taught Out for 2020 Suspended Programs	Approved
DEC-108		**PLB 106:** Phlebotomy Clinical Externship		Taught Out for 2020 Suspended Programs	Approved
DEC-109		**DHY 204C:** Pain Management in Dental Hygiene: Clinical	Course Modification	Change Clinical to a Lab - Modify course number, fee statement on DHY-204, contact hours, course title, and instructor load	Approved

DEC-110	DEC-112/ 116/ 117/ 120 / 121	**MAP 108:** Medical Record Analysis and Coding	Course Inactivations	Course made inactive and replaced with HIM 108	Approved
DEC-111	DEC-114/ 117/ 120/ 121	**MAP 206:** Advanced Coding		Course made inactive and replaced with HIM 206	Approved
DEC-112	DEC-110/117/ 120/ 121	**HIM 108:** Coding I: ICD-10-CM and ICD-10-PCS	New Course Proposals	New course for the AAS.HIM and CER.EHR programs	Approved
DEC-113	DEC-120/121	**HIM 118:** Coding II: CPT & HCPC Coding		New course for the AAS.HIM and CER.EHR programs	Approved
DEC-114	DEC-111/ 116/ 117/ 121	**HIM 206:** Advanced Medical Coding and Record Analysis		New course for the AAS.HIM program	Approved
DEC-115	DEC-119/ 120/ 121	**HIM 111:** Healthcare Delivery Systems	Course Modifications	Reduce Credit **from** 3 **to** 2, contact hours **from** 45 **to** 30, load **from** 45 **to** 30, and revise corequisite to be the revised HIM 102 (was MAP 102) course	Approved
DEC-116	DEC-110 / 114	**HIM 202:** Medical Reimbursement and Insurance Practices		**Prerequisite:** Change **from** MAP-108 **to** HIM-108	Approved
DEC-117	DEC- 110/ 111/ 112/ 114	**HIM 204:** Clinical Decision Support and Quality Management		**Prerequisite:** Change **from** MAP-108 and MAP-206 **to** HIM-208 and HIM-206	Approved
DEC-118	DEC-121	**HIM 220:** HIM Leadership and Professional Practices		Reduce Credit **from** 3 **to** 2, contact hours **from** 45 **to** 30, and load **from** 45 **to** 30	Approved
DEC-119	DEC-115/ 120/ 121	**MAP 102:** Medical Terminology		Change the Course Designator **from** MAP **to** HIM (everything else stays the same)	Approved
DEC-120	DEC-110/ 111/ 112/ 113/ 115/ 119	**CER.EHR:** Electronic Health Records	Program Modifications	**Program Requirements:** Remove MAP-108 and MAP-206/ Add HIM-108 and HIM-118/ Reduce credits of HIM-111 **from** 3 **to** 2/ Revise MAP-102 **to** HIM-102/ Overall certificate credits change **from** 29 **to** 28	Approved
DEC-121	DEC-110/ 111/ 112/ 113/ 114/ 115/ 118/ 119	**AAS.HIM:** Health Information Management		**Program Requirements:** Remove MAP-108 and MAP-206/ Add HIM-108, HIM-118, and HIM-206/ Reduce credits of HIM-111 and HIM-220 **from** 3 to 2 / Revise MAP-102 **to** HIM-102	Approved

TECHNOLOGY & COMPUTER STUDIES DIVISION					
CC#		**Course or Program**	**Proposal Type**	**Description**	**Action**
DEC-122		**AET 106:** Photovaltaic Installation	Course Modifications	Change prerequisites to corequisites (previous/concurrent)	Approved
DEC-123		**AET 240:** AET Capstone Project		**Prerequisite:** Remove AET-108 and AET-104 to only require AET-106. **Changes from** "AET 106 and AET 108 for Solar students; AET 104 for Geo-Thermal students" **to** "AET 106"/ **Corequisite:** Add AET-107 (Previous/Concurrent)	Approved
DEC-124		**IST-154:** Network Basics		Change prerequisites to corequisites (previous/concurrent)	Approved
DEC-125		**CER.AESW:** Solar Energy Installation and Service, AET	Program Modifications	**Program Requirements:** Add STU-106 as an "or" to BUS-145/ **Restricted Electives:** Add ELE-130	Approved
DEC-126		**CER.ISNT:** Network Administration		**Program Requirements:** Remove IST-151/ Overall certificate credits change **from** 33 **to** 30	Approved

III. Discussion Topics:

1. **Continue discussion of the AS.EGR Charge from Shared Governance** (Tabled to continue to discuss options with the Mathematics and Science Division)
2. **Revised curriculum timeline to limit programmatic changes to be submitted no later than at the March meeting** (Approved)

   A notice that March is the last meeting to submit programmatic changes (program modifications) has been posted under the Curriculum Timeline on the Curriculum Development & Review webpage, as well as posted in the February - March document due date calendar reminder invites