



June 27, 2018

TO: THE DISTRICT BOARD OF TRUSTEES
OF VALENCIA COLLEGE

FROM: SANFORD C. SHUGART
President

RE: ADDITIONS, DELETIONS OR MODIFICATIONS OF COURSES & PROGRAMS

RECOMMENDED ACTION:

The President recommends that the District Board of Trustees of Valencia College approve the Additions, Deletions or Modifications of Courses and Programs as presented.

President *Sanford C. Shugart*

COLLEGE CURRICULUM COMMITTEE

May 9, 2018

Minutes

Members Present: Joan Alexander, Melody Boeringer, Sandra Bowling, Carin Gordon, Amy Comerford, Daniel Diehl, Masood Ejaz, Yolanda Gonzalez, Leann Hudson, Chris Klinger, Adrienne Mathews, Julia Ribley, Cheryl Robinson, Regina Seguin, Raul Valery (Co-Chair), Ravi Varma, Betty Wanielista

Alternates Present: Ralf Jenne, Lisa Macon, Jerry Reed

Ex-Officio Present: Daniel Barkowitz, Pedro Gonzalez, Nasser Hedayat, Ed Holmes, Darnell Purcell, Edwin Sanchez, Pat Sebastian

Visitors Present: James McDonald, Melissa Pedone

Staff Present: Krissy Brissett (Recording), Glenn Ricci

1. **Welcome to Committee Members and Visitors**

Raul Valery opened the meeting with a welcome.

2. **Review of Minutes April 11, 2018**

(<http://valenciacollege.edu/curriculumcommittee/Minutes.cfm>)

The minutes were approved by consensus.

3. **Consent Agenda** – Course modifications or deletions involving minor editing of course descriptions or level changes which do not impact other departments are eligible for placement on the consent agenda. Any members of the committee may request to remove a proposal from the consent agenda for the purpose of discussion.

a) The following course(s) have outlines in Course Information Management that may be viewed in ATLAS:

AMH 2020, POS 2041-Civic Literacy

EET 1084C

ETI 1110, ETI 2420, ETI 1622, ETI 1644, ETI 1701

ETM 2010C, ETM 2315C

ETS 2531C, ETS 2535

Karen Borglum discussed the progress on the civic literacy requirement. She explained that there is a difference between the Board of Governors regulation 8.006 and the State Colleges rule 6A-10.02413. The BOG regulation states:

- Baccalaureate degree-seeking students **initially entering a state university** fall semester 2018 and thereafter must demonstrate competency in civic literacy through one of the following options prior to graduation:

- Successfully passing either POSX041 American Government or AMHX020 Introductory Survey Since 1877.

- Achieving the standard score on one of the following assessments:

Advanced Placement Government and Politics: United States 3

Advanced Placement United States History 4

CLEP American Government 50

And those students get a free option of passing the U.S. Citizenship and Immigration Services Naturalization Test Civics (U.S. history and government) with supplemental questions 60

The state college students will not have a “free” option to pass this requirement if they did not pass an AP test in high school since state colleges are not authorized to use the U.S. Citizenship Test. Further, our rule states that this requirement is for First Time in College students seeking an A.A. or a Bachelor degree, so our A.S. students are not impacted, but if they transfer to a state university they will be required to pass this competency as will our A.A. graduates transferring to a state university this fall since their regulation states, “students initially entering,” and ours states “first time in college.”

She also stated that she does have another meeting in June with the board so this could potentially change.

Nasser Hedayat wondered if the course hadn’t been taken as part of their core will financial aid cover it. Daniel Barkowitz believes it will be covered since it would be a requirement.

Chris Klinger asked what about dual enrollment students because even though they are in college classes they aren’t considered degree seeking. Karen thinks they will have to meet the requirement as well. Julia asked what they should be telling new bachelor students if this could potentially change in June. Karen stated that she should tell them what their policy currently is, but that it may change. Karen also said that UCF will apply this rule in the fall versus in the summer which will benefit us.

b) The following outlines are being presented as part of the Two-Year Program Review Cycle:

There are no outlines being presented for a two-year review.

The consent agenda was approved by consensus.

4. Regular Agenda

1718-227 Transfer Plan for Environmental Mgmt. – (UF CALS), CPA.....M. Pedone

Purpose: Part of USDA grant that is a partnership with the University of Florida to strengthen pathways to some of their College of Agricultural and Life Sciences (CALS) majors; **Effective Date:** Fall 2018 (201910).

Melissa Pedone explained that this transfer plan is a part of the USDA grant that is focused on helping students transfer into areas high priority USDA programs. Most of the programs are at UF.

Chris Klinger asked if the grant ends then will the degree also end. Melissa explained that with any grant they will have to report on their progress in order to continue on. She also explained that while there is no official articulation they have a written commitment from UF that our students will be accepted. They also have a dedicated advisor to help students pick the right courses because UF will not accept them if they don't have the correct courses.

Melody Boeringer wondered if there would be any undergrad research experiences possible and Melissa said there would be.

Sandra Bowling wondered what program this would transfer into and Melissa said students can transfer into any of the 23 or so UF-College of Agricultural and Life Sciences majors. Most of the agricultural majors are only offered at UF.

Karen wondered how many students they had so far and Melissa stated that they had 18 students over the last two semesters and they are working towards 25.

Proposal 1718-227 was approved by consensus.

1718-228 EET 1084C Fundamentals of Electronics, CCA.....Ali Notash

Purpose: New course under new A.S. Engineering Technology (ASET) Degree;
Credit/Contact/Lab: 3/4/2; **Prerequisites:** None; **Co-requisites:** None; **Catalog Course Description:** This course introduces the fundamentals, terminology, and applications used in the electronics industry. Topics include DC and AC circuit theory principles, electronic components, transistor circuits, power supplies, electronic and digital logic circuits and techniques, instruments and measurements; **Effective Date:** Spring 2019 (202020).

James McDonald explained that this new course is part of the new ET degree, and students need a basic introductory electronics course. They contracted out with faculty from Daytona State as they didn't have the appropriate faculty to develop this course.

Proposal 1718-228 was approved by consensus.

1718-229 ETI 1110 Introduction to Quality Assurance, CCA.....Ali Notash

Purpose: New course under new A.S. Engineering Technology (ASET) Degree;
Credit/Contact/Lab: 3/3/0; **Prerequisites:** None; **Co-requisites:** None; **Catalog Course Description:** This course defines the role of quality in an industrial environment. Topics include the use of quality management techniques and quality philosophies, process development, techniques used for evaluation, approaches used on continuous operations, methods used to control quality, and the International Organization for Standardization (ISO) series of standards. The responsibility of quality assurance during the engineering, and manufacturing; **Effective Date:** Spring 2019 (202020).

James stated that all state colleges that offer and ET degree offer the same core courses, but each identifies a different specialization. Valencia has identified Advanced Manufacturing and this course is specific to that specialization.

The course description was revised and changed to: This course defines the role of quality in an industrial environment. Topics include the use of quality management techniques, quality philosophies, process development, techniques used for evaluation, approaches used on continuous operations, methods used to control quality, the responsibility of quality assurance during engineering, and manufacturing, and the International Organization for Standardization (ISO) series of standards.

Proposal 1718-229 was approved with the above changes.

1718-230 ETI 2420 Manufacturing Materials and Processes, CCA...A. Notash

Purpose: New course under new A.S. Engineering Technology (ASET) Degree;
Credit/Contact/Lab: 3/3/0; **Prerequisites:** None; **Co-requisites:** None; **Catalog Course Description:** This course provides coverage of the characteristics, fundamentals, and manufacturing properties of materials, including metal alloys, polymers, ceramics, and composites. Metal casting, Shaping, and forming processes are covered along with the machines needed for manufacturing; **Effective Date:** Spring 2019 (202020).

James would like this course to be offered at the 2000 level so the course number was changed to ETI 2420 from ETI 1420. This change is reflected in the minutes.

Proposal 1718-230 was approved with the above change.

**1718-231 ETI 1622 Concepts of Lean Manufacturing and Six Sigma, CCA
.....Ali Notash**

Purpose: New course under new A.S. Engineering Technology (ASET) Degree;
Credit/Contact/Lab: 3/3/0; **Prerequisites:** ETI 1110; **Co-requisites:** None; **Catalog Course Description:** This course introduces the basic principles and theories of lean manufacturing. Lean manufacturing involves identifying and eliminating non-value-adding activities in design, production, and supply chain management.

The coverage includes topics related to cost reduction, work-free manufacturing, continuous flow, kaizen, the 5s's, value stream mapping, modular manufacturing, and Overall Equipment Effectiveness (OEE); **Effective Date:** Spring 2019 (202020).

Proposal 1718-231 was approved by consensus.

1718-232 ETI 1644 Production and Inventory Control, CCA.....Ali Notash

Purpose: New course under new A.S. Engineering Technology (ASET) Degree;
Credit/Contact/Lab: 3/3/0; **Prerequisites:** None; **Co-requisites:** None; **Catalog Course Description:** In this course, students will learn how to use manufacturing planning and control systems to coordinate material, labor, capacity and other resources to optimize manufacturing operations. Students also learn the key features of automated systems that can be used to manage the supply chain process. The course will cover production planning and inventory control including scheduling, MRP, and capacity planning;
Effective Date: Spring 2019 (202020).

Proposal 1718-232 was approved by consensus.

1718-233 ETI 1701 Industrial Safety, CCA.....Ali Notash

Purpose: New course under new A.S. Engineering Technology (ASET) Degree;
Credit/Contact/Lab: 3/3/0; **Prerequisites:** None; **Co-requisites:** None; **Catalog Course Description:** This course focuses on the theories and principles of occupational safety and health in a practical and useful real world job related setting. The major topics include the occupational safety and health administration (osha) compliance, safety standards, code enforcement, ergonomic hazards, mechanical hazards, falling, lifting, electrical hazards, fire hazards, industrial hygiene, radiation, noise, emergencies, and environmental safety; **Effective Date:** Spring 2019 (202020).

Proposal 1718-232 was approved by consensus.

**1718-234 ETM 2010C Mechanical Measurement and Instrumentation, CCA
.....Ali Notash**

Purpose: New course under new A.S. Engineering Technology (ASET) Degree;
Credit/Contact/Lab: 3/4/1; **Prerequisites:** None; **Co-requisites:** None; **Catalog Course Description:** This course expands the basic foundation for both mechanical and electronic measurement techniques used in manufacturing environments. The course will integrate the concepts, principles, and techniques of mechanical measurement with the use of various types of instruments including micrometers, verniers, calipers, gauges, and other types of measuring equipment. The course will also introduce the student to the basic measurement techniques employing electronic test equipment including the operation and usage of digital multimeters, function generators, and oscilloscopes; **Effective Date:** Spring 2019 (202020).

Chris Klinger wondered if there would be any other simpler program and course descriptions available for the counselors. Lisa thinks it may not be necessary as students coming into that degree are likely to already have some understanding of the program.

There was a discussion regarding the wording in the description and the wording in EET 1084C.

The course title was changed to: Measurement and Instrumentation

The prerequisite was changed to: EET 1084C

It was determined that this course should be offered at the 2000 level so the course number was changed to ETM 2010C from ETM 1010C. This change is reflected in the minutes.

The first sentence was changed to: This course expands the foundation for both mechanical and electronic measurement techniques used in manufacturing environments.

Proposal 1718-234 was approved with the above changes.

1718-235 ETM 2315C Hydraulics and Pneumatics, CCA.....Ali Notash
Purpose: New course under new A.S. Engineering Technology (ASET) Degree;
Credit/Contact/Lab: 3/4/1; **Prerequisites:** ETM 2010C; **Co-requisites:** None; **Catalog Course Description:** This course is an introduction to the basic hydraulic and pneumatic systems and devices found in advanced manufacturing facilities. Underlying scientific principles and their practical applications are covered. The laboratory work will reinforce the principles learned through hands-on experiments; **Effective Date:** Spring 2019 (202020).

Proposal 1718-235 was approved by consensus.

1718-236 ETM 2531C Human Machine Interfaces, CCA.....Ali Notash
Purpose: New course under new A.S. Engineering Technology (ASET) Degree;
Credit/Contact/Lab: 3/3/1; **Prerequisites:** None; **Co-requisites:** None; **Catalog Course Description:** This course teaches the knowledge and skills needed to configure a computer display for the graphics of a process and its control system, using a human machine interface (HMI) software package. Topics include designing process graphics, designing alarm indicators, setting up trending graphs, establishing data logging files, linking the various process input to the graphic objects created, and linking the process inputs and outputs for display and data logging; **Effective Date:** Spring 2019 (202020).

Proposal 1718-235 was approved by consensus.

1718-237 ETS 2535 Automated Process Control, CCA.....Ali Notash

Purpose: New course under new A.S. Engineering Technology (ASET) Degree;
Credit/Contact/Lab: 3/3/0; **Prerequisites:** ETS 2542C; **Co-requisites:** None; **Catalog Course Description:** This course introduces the modern approach to control theory, and the ideas of controllability. The popular proportional plus integral plus derivative (PID) control scheme is covered in detail. Other topics covered: Laplace transforms frequency domains, control of a second-order system, and compensating networks such as lead, lag, and lead-lag. Lecture and lab assignments provide experience with sensors, level control, flow control, pressure control, temperature control, DAC and ADC conversion, digital set point applications, and analog processing. The Allen-Bradley and Siemens processors will be used as the process controllers with a process control trainer to design, construct, interface, program and troubleshoot control circuits and systems;
Effective Date: Spring 2019 (202020).

The third sentence was changed to: Assignments provide experience with sensors, level control, flow control, pressure control, temperature control, DAC and ADC conversion, digital set point applications, and analog processing.

Proposal 1718-237 was approved with the above change.

1718-238 Engineering Technology, A.S., CPA.....Ali Notash

Purpose: New A.S. in Engineering Technology (ASET) Degree; **Effective Date:** Fall 2019 (202010).

Regina Seguin wondered about the discrepancy in what resources are listed as needed. Karen will ensure that as soon as we are aware she gets that information from the SACS Liaison.

Melissa Pedone wondered if they had discussed their needs regarding the Physics requirement. Lisa said that had already been discussed.

The effective date was changed to: Fall 2019

Proposal 1718-238 was approved with the above change.

5. Discussion Items

• **Voter List Organization-Nasser Hedayat:**

Karen explained how voter eligibility has been decided in the past. Nasser asked that everyone consider what happens when we have new program with no faculty as yet. He feels that we have just about exhausted the prefixes that exist and so some areas have to adopt prefixes that already exist.

He feels that we need to include faculty that can support that work and wonders how we can accommodate that without getting into someone else's territory.

Melody thinks that maybe we could have non-voting members from other areas that can give their input. Nasser agrees with that idea.

Lisa explained that in the past we had a review list/fyi list and wonders how we can be collegiate if that process no longer exists.

Karen explained that in the past the areas used to have face to face meetings, then it went to electronic meetings, and then people stopped meeting all together.

Nasser doesn't think that just because a course is a prerequisite to a course that everyone should be included on the list, but we should tap into the talent we have to help make decisions.

Chris Klinger stated they also have the same issue as they don't find out about decisions until the CCC meeting and by that time it's too late for them to give a more meaningful input.

Lisa stated that she understands that everybody doesn't do the same thing but she always brings in her program advisors because they see everything.

Carin stated that there obviously needs to be a broader discussion and she doesn't mind having larger lists.

Karen thinks this should be revisited in September when there are new CCC members.

- **CCC Manual:**

Karen went over additional changes for the CCC 18/19 manual. She did research on the definitions of equivalency and... The committee had a discussion about the wording and the definitions were updated in the manual.

6. Information Items

There are no information items for this month's meeting.

The next meeting of the College Curriculum Committee is scheduled for June 13, 2018, and will be held on the East Campus. *Deadline for submission of materials for the agenda is **May 30, 2018.***