



June 28, 2017

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

COLLEGE CURRICULUM COMMITTEE

June 14, 2017

MINUTES

Members Present: Beverly Bond, Karen Borglum (Co-Chair), Sonia Casablanca, Ana Caldero Figueroa, Esther Coombes, Dan Diehl, Al Groccia, Marie Howard, Leann Hudson, Chris Klinger, Lisa Lippitt, John Niss (Co-Chair), Lisa Macon, Julia Ribley, Regina Seguin, Raul Valery, Ravi Varma

Alternates Present: Ali Notash, Jerry Reed

Ex-Officio Present: Pedro Gonzalez, Nasser Hedayat, Linda Herlocker, Ed Holmes, Edwin Sanchez, Pat Sebastian

Visitors Present: Terry Allcorn, Colin Archibald, Bob Gessner, Mohua Kar, James McDonald, Molly McIntire, Suzanne Salapa, Eldon Warfield

Staff Present: Krissy Brissett, Glenn Ricci

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

John Niss opened the meeting with a welcome to all attendees.

2. **Review of Minutes May 10, 2017**

(<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 which may be viewed in ATLAS:

ACG 3024

CTS 1131C, CTS 1134C, CTS 2433C

EGS 2004, EGS 2373, EGS 2941

FIN 3402

MUM 1003L

REE 1011, REE 2113, REE 2241, REE 2521, REE 2531, REE 2560, REE 2581, REE 2589, REE 2591, REE 2943
TPP 2255

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

COP 1000C

The consent agenda was approved by consensus.

4. Regular Agenda

1617-226 Pre-Major, Secondary Education, CPA.....Molly McIntire
Purpose: To create a pathway for students wishing to pursue a degree in secondary education; **Effective Date:** Fall 2017 (201810).

Molly explained that this pre-major is similar to the recent pre-majors that were created for Elementary Education and Early Childhood Education. UCF has stated that there is a need and they created specialized tracks for Chemistry, Biology, and Physics.

Chris Klinger wondered why they didn't include Statistics since it is preferred. Karen explained that it will depend on the specialization that a student picks. Chris asked if we were prepared to do substitutions if someone comes in with a different Math course or changes their major after already taking another course to fulfil a requirement. Karen explained that we will have to do substitutions. Chris also wondered why they included Macro, but left out US Government and Karen explained that is what UCF asked for. Molly also added that they will be working on articulating all of their new programs to UCF.

Julia Ribley asked if the Chemistry track was left out because it will cause students to have excess credits. It was explained that is the reason why it was left out, but that students can transfer to UCF and take the course at Valencia as a transient student.

Julia thinks it is hard to expect that students are going to figure that out rather than have it listed clearly.

Proposal 1617-226 was approved by consensus.

1617-227 Transfer Plan-Food Science, CPA.....Melissa Pedone
Purpose: To add an articulated pathway to UF within the SALSA Grant; **Effective Date:** Fall 2017 (201810).

Karen explained that Melissa's team had been working with UF to create this transfer plan and that the courses listed were specifically requested by UF.

Chris wondered by the included State and Local Government and Karen explained that was by the request of UF. He reminded the committee that we are setting ourselves up for substitutions as with the previous programs that were presented.

He also pointed out that the program note regarding GPA may not be accurate or there could be some discrepancies between what Valencia does and what UF does. How he reads it is that a student could leave Valencia with a 2.0 or 2.5 and not be accepted. He is not sure what their expectation is because we calculate our GPA differently than they do. Karen explained that she did not get the impression that we would have to recalculate any GPA's. Multiple committee members agreed that the note seems incorrect. Chris and Karen will work on the language before putting the program into the catalog.

The GPA note is to be determined.

Proposal 1617-227 was approved with the above change.

1617-228 Pre-Major, Health Sciences, CPM.....Bob Gessner
Purpose: Modify to comply with recent 2017 changes at UCF; **Effective Date:** Fall 2017 (201810).

Bob explained that UCF's whole program has been redone and it was impossible to get all the prerequisites into their program in only 60 hours so a few changes were made. They removed Developmental Psychology, removed Nutrition, and General Biology II. They added College Physics I and I, which was initially what UCF requested. Also added were two elective/foreign language hours. Chris wondered when this change would make it into the catalog since they have already met with students and campaigned this program to them. Karen explained that it would be effective for Fall 2017 and it was her understanding that there were no students that declared this program so she felt it would be ok to make the changes before any of them declared.

Proposal 1617-228 was approved by consensus.

1617-229 ACG 3024 Accounting for Non-Finance Majors, CCM..... Craig Rapp
Purpose: Modify prerequisites; **Revised Prerequisites:** Admission to the B.A.S degree in Supervision and Management, and a minimum grade of C in one of the following courses: MAC 1105, or APA 1111C, or ACG 2021C, or FIN 2000, or MGF 1106, or MGF 1107, or MTB 1103; **Effective Date:** Fall 2017 (201810).

There was a discussion regarding other MTB courses serving as a prerequisite for ACG 3024 and FIN 3402. This will be revisited at a later date.

Proposal 1617-229 was approved by consensus.

1617-230 FIN 3402 Financial Analysis and Planning, CCM.....Craig Rapp
Purpose: Modify prerequisites; **Revised Prerequisites:** Admission to the B.A.S degree in Supervision and Management, and a minimum grade of C in one of the following courses: MAC 1105, or APA 1111C, or ACG 2021C, or FIN 2000, or MGF 1106, or MGF 1107, or MTB 1103; **Effective Date:** Fall 2017 (201810).

Proposal 1617-230 was approved by consensus.

**1617-231 CTS 1131C Computer Maintenance Essentials, CCM
.....Colin Archibald**
Purpose: Modify course hours; **Revised Credit/Contact/Lab Hours:** 3/2/1 (previously 3/3/1); **Effective Date:** Fall 2018 (201910).

1617-232 CTS 1134C Network Essentials, CCM.....Colin Archibald
Purpose: Modify course hours; **Revised Credit/Contact/Lab Hours:** 3/2/1 (previously 3/3/1); **Effective Date:** Fall 2018 (201910).

**1617-233 CTS 2433C SQL Server Database Design & Implementation,
CCM.....Colin Archibald**
Purpose: Modify hours; **Revised Credit/Contact/Lab Hours:** 3/2/1 (previously 4/2/2); **Effective Date:** Fall 2018 (201910).

Colin explained that they were changing the hours so all their courses are consistent. In the past the courses did not have lab hours, but when they were made aware that the courses need lab hours if they are collecting a fee, they made the appropriate changes. Now they are still having inconsistencies throughout the campuses regarding the contact hours that a faculty member is paid for. Lisa Macon added that she has been putting overrides in the system to pay the faculty for 3 hours because the hours in banner were not matching what they should be paying out. It was explained that since the course has two lecture hours and one lab hour then 3/3/1 is the correct representation.

Raul suggested that we look at all the courses to verify what is correct since this issue comes up in other areas as well. Karen said she will use the spreadsheet that was provided by Pat to clarify with the deans about the correct contact hours for courses.

The contact hours will be changed in banner to correctly reflect that faculty should be paid for three contact hours and not four for CTS 1131C, CTS 1134C, and CTS 2433C. Additionally, all CTS courses will be changed editorially to reflect the correct contact hours.

Proposals CTS 1131C, CTS 1134C, and CTS 2433C were not approved.

1617-234 Articulated Pre-Major, Information Technology (University of South Florida), CPD.....Colin Archibald

Purpose: This AA pre-major is based on an agreement with USF - Lakeland Campus. That campus has not existed since FL Polytechnic was created; **Effective Date:** Fall 2017(201810).

Colin explained that the degree at UCF no longer exists and it is disingenuous to continue to offer the program in our catalog. USF will not honor this AA degree if a student from Valencia tries to articulate to them. It was explained that they have one student who went and her degree was treated as a transfer plan. There are about two dozen students in the program and they will need to be notified.

Karen wants to do some work around how to deal with Articulated Pre-Majors that get deleted or are not renewed. We typically do not do deletions at this time of the year, but when a pre-major is cancelled then we are not helping students by keeping the degree. The question is how we sunset a program when our articulation partner has dissolved the partnership.

Proposal 1617-234 was approved by consensus.

1617-235 EGS 2004 Electrical Networks, CCM.....Mohua Kar

Purpose: Modify prerequisites and co-requisites; **Revised Prerequisites:** Minimum grades of C in PHY 2049C and MAC 2313; **Revised Co-requisites:** MAP 2302; **Effective Date:** Fall 2018 (201910).

Mohua explained that these changes will essentially help students to graduate a semester earlier. Also, UCF changed their program so we have to make these changes to assist our students. John asked if she intended for MAP 2302 to only be a co-requisite because a student would have to take both courses at the same time. She agreed that MAP 2302 should be a pre or co-requisite which will be coded in Banner.

The prerequisites were changed to include MAP 2302 with a minimum grade of C requirement.

Proposal 1617-235 was approved with the above change.

1617-236 EGS 2373 Principles of Electrical Engineering, CCM.....Mohua Kar

Purpose: Modify prerequisites and co-requisites; **Revised Prerequisites:** PHY 2049C and MAC 2313 with a C or better; **Revised Co-requisites:** MAP 2302; **Effective Date:** Fall 2018 (201910).

The prerequisites were changed to include MAP 2302 with a minimum grade of C requirement.

Proposal 1617-236 was approved with the above change.

1617-237 EGS 2941 Internship in Engineering, CCM.....Mohua Kar
Purpose: Modify prerequisites; **Revised Prerequisites:** Satisfactory completion of all mandated courses in reading, mathematics, English, and English for Academic Purposes; 12 credits including EGS 1006C, EGN 1007C, MAC 2311 and PHY 2048C; and Internship Office approval; **Effective Date:** Fall 2018 (201910).

Proposal 1617-237 was approved by consensus.

1617-238 TPP 2255 Opera and Music Theatre Workshop, CCA
.....**S. Salapa**

Purpose: New course offering; **Credit/Contact/Lab:** 1-2/4/0; **Prerequisites:** None; **Co-requisites:** None; **Catalog Course Description:** This course addresses all aspects of Opera and Musical Theatre production with a focus on music preparation, character analysis, and performance skills. The class will culminate in a program of semi-staged and costumed operatic and musical theatre; **Effective Date:** Fall 2018 (201910).

Students will have to take this course twice as a part of the curriculum, but the credit hours need to be changed to one.

The Credit/Contact/Lab hours were changed to: 1/4/0.

Proposal 1617-238 was approved with the above change.

1617-239 A. A. in Musical Theatre, CPA.....S. Salapa
Purpose: New program offering; **Effective Date:** Fall 2018 (201910).

Suzanne Salapa explained that students have been asking for a program like this and she is proud to report that Valencia is the first in the State to offer this. They had to create a mirror of the course MUO 2001 (TPP 2255) in order to get the program streamlined for transfer to UCF. She stated that UCF has been very encouraging and helpful because of Valencia's faculty and also because of the quality of students that are produced.

Chris stated that the program does not match anything at UCF. Suzanne responded that UCF has guaranteed that they will accept the courses or do substitutions where necessary.

There was a lengthy discussion about why we are not articulating instead of just aligning. Suzanne explained that they do not articulate for programs in the Arts because they accept students through audition and are limited access just as Valencia is.

They have stated that they will accept students that come to them with this AA degree because they know that students that come with those particular set of courses are prepared to enter their program.

Chris wanted it to be clarified that students will not be automatically accepted just by presenting their AA degree, but that an audition would be necessary. Suzanne agrees, and Karen will change the wording to be clearer about the audition requirement.

Also, Suzanne will need to provide the program outcomes.

Proposal 1617-239 is approved pending the receipt of the program outcomes.

**1617-240 REE 1011 Introduction to Residential Property Management,
CCA.....James McDonald**

Purpose: The A.S. degree in Residential Property Management was developed in part based on a labor and job market analysis that revealed a workforce need for residential property managers in the region, as well as from statements made by employers and industry association representatives lamenting on the absence of an A.S. degree in the field anywhere in the state and their subsequent challenges finding talented and experienced employees; **Catalog Course Description:** Introduces the concepts of income-producing real estate, property management practices, and careers in real estate management. Examines residential property types, including single-family housing, multi-family housing, and mixed-use developments. Presents residential property management practices, including marketing and leasing space, maintaining properties, managing risks, and measuring financial performance; **Prerequisites:** None; **Co-requisites:** None; **Credit/Class/Lab Hours:** 3/3/0; **Effective Date:** Fall 2017 (201810).

**1617-241 REE 2113 Leasing and Marketing Residential Properties,
CCA.....James McDonald**

Purpose: The A.S. degree in Residential Property Management was developed in part based on a labor and job market analysis that revealed a workforce need for residential property managers in the region, as well as from statements made by employers and industry association representatives lamenting on the absence of an A.S. degree in the field anywhere in the state and their subsequent challenges finding talented and experienced employees. This course will prepare students to take the National Apartment Leasing Professional (NALP) certification exam; **Catalog Course Description:** Presents best practices for leasing residential properties, reducing economic and physical vacancy loss, promoting resident retention, and demonstrating relationship-selling techniques. Reviews laws governing residential leasing and marketing, including Fair Housing and Florida Landlord and Tenant statute. Introduces students to concepts of lead generation and conversion, market surveys, concessions, qualifying applicants, and common residential lease clauses. Successful completion of this course will prepare a student to take the National Apartment Leasing Professional certification exam;

Prerequisites: None; **Co-requisites:** None; **Credit/Class/Lab Hours:** 3/3/0; **Effective Date:** Fall 2017 (201810).

REE 2241 Residential Property Law, CCA.....James McDonald

Purpose: The A.S. degree in Residential Property Management was developed in part based on a labor and job market analysis that revealed a workforce need for residential property managers in the region, as well as from statements made by employers and industry association representatives lamenting on the absence of an A.S. degree in the field anywhere in the state and their subsequent challenges finding talented and experienced employees; **Catalog Course Description:** Analyzes local, state, and federal legislation governing housing and the residential property management industry. Topics include the Fair Housing Act, Florida Landlord and Tenant statute, Americans with Disabilities Act, Fair Credit Report Act, agency and licensing requirements, and contract law. Reviews best practices for legal compliance and reducing personal and company liability; **Prerequisites:** ENC 1101 or ENC 1101H or ENC 1210 or GEB 1011 or IDH 1110 or OST 1335; **Co-requisites:** None; **Credit/Class/Lab Hours:** 3/3/0; **Effective Date:** Fall 2017 (201810).

1617-243 REE 2521 Residential Property Management Finance, CCA.....J. McDonald

Purpose: The A.S. degree in Residential Property Management was developed in part based on a labor and job market analysis that revealed a workforce need for residential property managers in the region, as well as from statements made by employers and industry association representatives lamenting on the absence of an A.S. degree in the field anywhere in the state and their subsequent challenges finding talented and experienced employees; **Catalog Course Description:** Examines common financial competencies for managing income-producing, residential properties, including accounting, cash flow analysis, budgeting, and measuring performance. Topics include calculating effective gross income, net operating income, and before-tax cash flow; preparing an annual operating budget and income statements; and calculating cash-on-cash return and cap rates; **Prerequisites:** REE 1011 Introduction to Residential Property Management and REE 2113 Leasing and Marketing Residential Properties; **Co-requisites:** None; **Credit/Class/Lab Hours:** 3/3/0; **Effective Date:** Fall 2017 (201810).

REE 2531 Residential Property Management Capstone Project, CCAJ. McDonald

Purpose: The A.S. degree in Residential Property Management was developed in part based on a labor and job market analysis that revealed a workforce need for residential property managers in the region, as well as from statements made by employers and industry association representatives lamenting on the absence of an A.S. degree in the field anywhere in the state and their subsequent challenges finding talented and experienced employees. This course will prepare students to take the Certified Apartment Manager (CAM) exam;

Catalog Course Description: Expands upon foundation courses, implementing a project/case study model for students to analyze and prepare a due diligence report on a large residential asset. Students will research and report on the market and neighborhood characteristics, the property's features and competitors, and the financial condition of the asset; **Prerequisites:** REE 2521 Residential Property Management Finance; **Co-requisites:** None; **Credit/Class/Lab Hours:** 3/3/0; **Effective Date:** Fall 2017 (201810).

**1617-245 REE 2560 Residential Property Maintenance for Managers,
CCA.....J. McDonald**

Purpose: The A.S. degree in Residential Property Management was developed in part based on a labor and job market analysis that revealed a workforce need for residential property managers in the region, as well as from statements made by employers and industry association representatives lamenting on the absence of an A.S. degree in the field anywhere in the state and their subsequent challenges finding talented and experienced employees. This course will prepare students to take the Certified Apartment Manager (CAM) exam; **Catalog Course Description:** Identifies practices for maintaining various residential asset types and connects them to the daily responsibilities of real estate managers. Topics include routine, corrective, and preventive maintenance; contracting labor and services; sustainability, retrofitting, and value enhancement; and building systems. Connects maintenance to leasing, financial performance, and risk management, covering topics such as turnover and retention, curb appeal, vacancy loss, and resident satisfaction; **Prerequisites:** REE 1011 Introduction to Residential Property Management and REE 2113 Leasing and Marketing Residential Properties; **Co-requisites:** None; **Credit/Class/Lab Hours:** 3/3/0; **Effective Date:** Fall 2017 (201810).

**1617-246 REE 2581 Residential Property Management and Leadership, CCA
.....J. McDonald**

Purpose: The A.S. degree in Residential Property Management was developed in part based on a labor and job market analysis that revealed a workforce need for residential property managers in the region, as well as from statements made by employers and industry association representatives lamenting on the absence of an A.S. degree in the field anywhere in the state and their subsequent challenges finding talented and experienced employees. This course will prepare students to take the Certified Apartment Manager (CAM) exam; **Catalog Course Description:** Explores leadership models and personality types in relation to residential management. Discusses human resource responsibilities including job descriptions, hiring and training personnel, and motivating and evaluating employees. Covers relevant employment laws governing the hiring process, fair labor and pay requirements, and occupational safety; **Prerequisites:** REE 1011 Introduction to Residential Property Management and REE 2113 Leasing and Marketing Residential Properties; **Co-requisites:** None; **Credit/Class/Lab Hours:** 3/3/0; **Effective Date:** Fall 2017 (201810).

**1617-247 REE 2589 Residential Property Security and Risk Management, CCA
.....J. McDonald**

Purpose: The A.S. degree in Residential Property Management was developed in part based on a labor and job market analysis that revealed a workforce need for residential property managers in the region, as well as from statements made by employers and industry association representatives lamenting on the absence of an A.S. degree in the field anywhere in the state and their subsequent challenges finding talented and experienced employees. This course will prepare students to take the Certified Apartment Manager (CAM) exam; **Catalog Course Description:** Examines the concepts of liability, negligence, and reasonable care in residential property management. Topics include environmental and occupational risks, EPA and OSHA compliance, emergency preparedness, and best practices for security concerns. Identifies methods for avoiding, mitigating, accepting, or transferring risks, including insurance policies and coverages; **Prerequisites:** REE 1011 Introduction to Residential Property Management; **Co-requisites:** None; **Credit/Class/Lab Hours:** 3/3/0; **Effective Date:** Fall 2017 (201810).

**1617-248 REE 2591 Residential Property Management of Specialized Housing,
CCA.....J. McDonald**

Purpose: The A.S. degree in Residential Property Management was developed in part based on a labor and job market analysis that revealed a workforce need for residential property managers in the region, as well as from statements made by employers and industry association representatives lamenting on the absence of an A.S. degree in the field anywhere in the state and their subsequent challenges finding talented and experienced employees. This course will prepare students to take the Certified Apartment Manager (CAM) exam; **Catalog Course Description:** Explores the unique characteristics and management practices involved in sub-segments of residential property, including low-income, subsidized housing, student housing, military housing, housing for the aging, scattered-site housing, and manufactured home communities. Topics include public housing agencies, Low-Income Housing Tax Credit and Section 8 programs, student-focused design, military housing policies, housing designs for aging populations, and land site rentals; **Prerequisites:** REE 1011 Introduction to Residential Property Management; **Co-requisites:** None; **Credit/Class/Lab Hours:** 3/3/0; **Effective Date:** Fall 2017 (201810).

**1617-249 REE 2943 Internship in Residential Property Management,
CCA.....J. McDonald**

Purpose: The A.S. degree in Residential Property Management was developed in part based on a labor and job market analysis that revealed a workforce need for residential property managers in the region, as well as from statements made by employers and industry association representatives lamenting on the absence of an A.S. degree in the field anywhere in the state and their subsequent challenges finding talented and experienced employees. This course will prepare students to take the Certified Apartment Manager (CAM) exam;

Catalog Course Description: This course is a planned work-based experience that provides students with supervised career exploration activities and/ or practical experiences. Each earned credit of internship requires a minimum of 80 clock hours of work. Multiple credit course. May be repeated for credit, but grade forgiveness cannot be applied. Successful completion of this course will prepare a student to take the Certified Apartment Manager (CAM) certification exam.; **Prerequisites:** Satisfactory completion of all mandated courses in Reading, Mathematics, English and English for Academic Purposes; a minimum 2.0 institutional or overall GPA; and 12 credits, including REE 1011 and REE 2113. The Program Director/Program Chair/Program Coordinator or Internship Placement Office has the discretion to provide override approval as it relates to the waiver of required program/discipline-related courses; **Co-requisites:** None; **Credit/Class/Lab Hours:** 1-4/Variable/0; **Effective Date:** Fall 2017 (201810).

Proposals 1617- 240 to 1617-249 were approved by consensus.

1617-249A A. S. in Residential Property Management, CPA.....James McDonald

Purpose: New program offering; **Effective Date:** Spring 2018 (201820).

James explained the rigorous and lengthy process of finding a consultant to assist with gathering all the necessary information to begin the process for a new program. They received approval from the state and they went on to create the courses, develop the outlines, and hire a new faculty member credentialed to teach the courses. The have embedded industry certifications and those certification outcomes have been embedded into the course outcomes. Students can take both certification tests after they have finished the internship course, but they are not required to test.

Karen went on to say that a substantive change is required since they have over three new courses. She was not aware of that rule until recently. She commended John and his team for working so quickly to put it all together and she reminded the committee that the number century is open at the state, but the numbers have not been approved by them as yet.

Regina wondered where this program will be offered, and James said it will be offered at the Osceola Campus.

Proposal 1617-249A was approved by consensus.

1617-250 MUM 1003L Digital Audio Workstation for Non-Majors, CCA

.....Raul Valery

Purpose: Repeated requests over the years by members of the community who need it for personal reasons or to acquire necessary skills in work they already do, as well as to our general student population interested in learning Audio and Music Production software; **Credit/Contact/Lab:** 1/3/3; **Prerequisites:** None; **Co-requisites:** None;

Catalog Course Description: An introduction for non-majors to the leading Audio and Music Production/Editing software, Including MIDI sequencing and Music Notation, as well as the leading Audio software packages. This course cannot be applied towards the requirements of the A.S. in Sound & Music Technology nor any of the Technical Certificates associated with that A.S. program; **Effective Date:** Summer 2017 (201730).

Proposal 1617-250 was approved by consensus.

1617-251 ART 2930 Selected Topics in Fine Arts, CCA.....Ana Caldero
Purpose: New course offering; **Credit/Contact/Lab:** 1-3/1-3/0; **Prerequisites:** ART 1300C and/or ART 1201C; **Co-requisites:** None; **Catalog Course Description:** Seminars offered for students interested in special topics in Fine Arts. Topics selected from special areas of art, drawing, painting, design or combination of these areas. Multiple credit course. May be repeated for credit and grade forgiveness cannot be applied; **Effective Date:** Fall 2017 (201810).

There was discussion about the prerequisite requirement and it was changed to: ART 1300C or ART 1201C.

The last sentence was changed to: May be repeated for up to six hours of credit and grade forgiveness cannot be applied.

Proposal 1617-251 was approved with the above changes.

1617-252 PHI 2930 Selected Topics in Philosophy, CCA.....Ana Caldero
Purpose: New course offering; **Credit/Contact/Lab:** 1-3/1-3/0; **Prerequisites:** None; **Co-requisites:** None; **Catalog Course Description:** Seminars offered for students interested in special topics in Philosophy. Topics selected from special areas of art, architecture, literature, religion, music and philosophy or combination of these areas. Multiple credit course. May be repeated for credit and grade forgiveness cannot be applied; **Effective Date:** Fall 2017 (201810).

The last sentence was changed to: May be repeated for up to six hours of credit and grade forgiveness cannot be applied.

Proposal 1617-252 was approved with the above changes.

1617-253 REL 2930 Selected Topics in Religion, CCA.....Ana Caldero
Purpose: New course offering; **Credit/Contact/Lab:** 1-3/1-3/0; **Prerequisites:** None; **Co-requisites:** None; **Catalog Course Description:** Seminars offered for students interested in special topics in Religion. Topics selected from special areas of art, literature, religion, philosophy or combination of these areas. Multiple credit course. May be repeated for credit and grade forgiveness cannot be applied; **Effective Date:** Fall 2017 (201810).

The last sentence was changed to: May be repeated for up to six hours of credit and grade forgiveness cannot be applied.

Proposal 1617-253 was approved with the above changes.

**1617-254 DIM 0810 Transit Equip. Preventive Maintenance Tech., CCD
.....K.**

Borglum

Purpose: Articulation agreement incomplete; **Effective Date:** Fall 2017 (201810).

1617-255 DIM 0811 Transit Basic Electrical Systems Tech., CCD.....K. Borglum

Purpose: Articulation agreement incomplete; **Effective Date:** Fall 2017 (201810).

1617-256 DIM 0812 Transit Wheelchair Lift/Ramp Tech., CCD.....K. Borglum

Purpose: Articulation agreement incomplete; **Effective Date:** Fall 2017 (201810).

**1617-257 DIM 0813 Transit Diesel Engine Preventive Maintenance Tech., CCD,
..... K. Borglum**

Purpose: Articulation agreement incomplete; **Effective Date:** Fall 2017 (201810).

1617-258 DIM 0814 Transit Steering and Suspension Tech., CCD.....K. Borglum

Purpose: Articulation agreement incomplete; **Effective Date:** Fall 2017 (201810).

1617-259 DIM 0820 Transit Hydraulics Tech., CCD.....K. Borglum

Purpose: Articulation agreement incomplete; **Effective Date:** Fall 2017 (201810).

**1617-260 DIM 0821 Transit Diesel Electrical and Diesel Engine Electronics Tech.,
CCD.....K. Borglum**

Purpose: Articulation agreement incomplete; **Effective Date:** Fall 2017 (201810).

1617-261 DIM 0822 Transit Drive Train Tech., CCD.....K. Borglum

Purpose: Articulation agreement incomplete; **Effective Date:** Fall 2017 (201810).

**1617-262 DIM 0823 Transit Intermediate Electrical Systems Tech., CCD
.....K. Borglum**

Purpose: Articulation agreement incomplete; **Effective Date:** Fall 2017 (201810).

1617-263 DIM 0824 Transit Brakes/Air System Tech., CCD.....K. Borglum

Purpose: Articulation agreement incomplete; **Effective Date:** Fall 2017 (201810).

1617-264 DIM 0830 Transit Alternative Fuels System Tech., CCD.....K. Borglum

Purpose: Articulation agreement incomplete; **Effective Date:** Fall 2017 (201810).

1617-265 DIM 0831 Transit Advanced Electrical Systems Tech., CCD..K. Borglum
Purpose: Articulation agreement incomplete; **Effective Date:** Fall 2017 (201810).

1617-266 DIM 0832 Transit Heating and Air-Conditioning, CCD.....K. Borglum
Purpose: Articulation agreement incomplete; **Effective Date:** Fall 2017 (201810).

1617-267 DIM 0833 Transmission, Diagnosis, Rebuild and Repair, CCD
.....K. Borglum
Purpose: Articulation agreement incomplete; **Effective Date:** Fall 2017 (201810).

1617-268 DIM 0834 Diesel Engine Diagnosis, Rebuild & Repair Tech., CCD
.....K. Borglum
Purpose: Articulation agreement incomplete; **Effective Date:** Fall 2017 (201810).

Karen explained that an articulation agreement was never completed and the program was never offered so they are deleting all the courses and programs.

Proposals 1617-254 to 1617-268 were approved by consensus.

1617-269 Transit Technician I, CPD.....K. Borglum
Purpose: Articulation agreement incomplete; **Effective Date:** Fall 2017 (201810).

1617-270 Transit Technician II, CPD.....K. Borglum
Purpose: Articulation agreement incomplete; **Effective Date:** Fall 2017 (201810).

1617-271 Transit Technician III, CPD.....K. Borglum
Purpose: Articulation agreement incomplete; **Effective Date:** Fall 2017 (201810).

Proposals 1617-269 to 1617-271 were approved by consensus.

5. Discussion Items

- **CCC 2017-2018 Representative Renewals:**

Karen gave everyone that is up for renewal a change to renew or decline to be on the committee for the upcoming year. She reminded everyone that each term is two years. She asked that everyone send her their decision via email.

6. Information Items

- **John Niss Goodbye:**

Karen thanked John for his 8 years of service on the committee on behalf of everyone and wished him luck in his new role on the Faculty Council.

The next meeting of the College Curriculum Committee is scheduled for July 12, 2017, and will be held on the West Campus. *Deadline for submission of materials for the agenda is **June 28, 2017.***

COLLEGE CURRICULUM COMMITTEE
May 10, 2017

MINUTES

Members Present: Ana Caldero Figueroa, Esther Coombes, Dan Diehl, Yolanda Gonzalez, Carin Gordon, Leann Hudson, Chris Klinger, John Niss (Co-Chair), Bonnie Oliver, Julia Ribley, Regina Seguin, Raul Valery, Betty Wanielista

Ex-Officio Present: Pedro Gonzalez, Linda Herlocker, Ed Holmes, Darnell Purcell, Pat Sebastian

Visitors Present: Bob Gessner

Staff Present: Krissy Brissett, Glenn Ricci

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

John Niss opened the meeting with a welcome to all attendees.

2. **Review of Minutes April 12, 2017**

(<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 which may be viewed in ATLAS:

GEO 1000

GEO 1000 was not approved as the course addition proposal was subsequently tabled.

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

There are no outlines being presented.

4. **Regular Agenda**

1617-222 GEO 1000 Human Geography, CCA.....Brian Yeitz
Purpose: New course offering; **Credit/Contact/Lab:** 3/3/0; **Prerequisites:** None;
Co-requisites: None; **Catalog Course Description:** Introductory survey of world cultures, population problems, global economic restructuring, international development and political interdependence; **Effective Date:** Fall 2017 (201810).

Proposal 1617-222 was tabled.

1617-223 Pre-Major, Biomedical Sciences, CPA.....Bob Gessner
Purpose: To develop a pathway for students interested in the B.S. degree in Biomedical Sciences at UCF who aim to seek admission to professional schools (medical, dental, optometry, veterinary, podiatry, and pharmacy); **Effective Date:** Fall 2017 (201810).

Bob Gessner explained that they had been working with UCF for quite some time to complete this pre-major and the pre-major in Health Sciences. Their aim is to provide a defined pathway for students.

Chris Klinger wondered why they only listed General Biology I. Bob explained that they created this alongside UCF and that is what they are requiring for students that want to go to UCF's College of Medicine.

John Niss pointed out that there are quite a few hidden prerequisites, and that most students are not coming to Valencia ready to take Calculus. Bob pointed out again that these courses were specifically requested by UCF.

Chris wondered why they were not doing an articulated pre-majors since pre-major courses are covered by financial aid. Bob explained that UCF does not want to take that route.

All Mathematics and Science courses need a minimum grade of C attribute in the program listing.

Proposal 1617-224 was approved with the above changes.

1617-224 Pre-Major, Health Sciences, CPA.....Bob Gessner
Purpose: To add a pre-major pathway for students interested in the B.S. Health Sciences degree program at UCF. UCF's Bachelor of Science degree in Health Sciences is designed for students with interest in human health leading to graduate study or career advancement. This degree is designed to provide the students with a solid educational background in basic and health-related sciences, while providing the foundation courses required for admission to graduate level clinical programs in health professions including but not limited to medicine, pharmacy, physical therapy, physician assistant, and occupational therapy. The flexibility of this program allows students to prepare for multiple careers in health sciences; **Effective Date:** Fall 2017 (201810).

A minimum grade of C attribute was added to all Mathematics and Science courses in the program listing.

Proposal 1617-224 was approved with the above changes.

1617-225 Biotechnology Laboratory Specialist TC, CPA.....Susan Ingersoll

Purpose: Addition of a Technical Certificate as part of the Biotechnology Laboratory Science Program; ***Effective Date:*** Fall 2017 (201810).

Proposal 1617-225 was approved by consensus.

5. Discussion Items

- **CCC Co-Chair:**

Raul Valery was selected as the new co-chair of the College Curriculum Committee.

6. Information Items

There are not information items for this month's agenda.

The next meeting of the College Curriculum Committee is scheduled for June 14, 2017, and will be held on the West Campus. *Deadline for submission of materials for the agenda is **May 31, 2017.***

COLLEGE CURRICULUM COMMITTEE

April 12, 2017

MINUTES

Members Present: Joan Alexander, Melody Boeringer, Beverly Bond, Karen Borglum (Co-Chair), Ana Caldero Figueroa, Esther Coombes, Dan Diehl, Masood Ejaz, Yolanda Gonzalez, Al Groccia, Linda Herlocker, Leann Hudson, Chris Klinger, Lisa Lippitt, Lisa Macon, John Niss (Co-Chair), Julia Ribley, Cheryl Robinson, Regina Seguin, Raul Valery, Ravi Varma, Betty Wanielista

Alternates Present: Jerry Reed

Ex-Officio Present: Pedro Gonzalez, Darnell Purcell, Edwin Sanchez, Pat Sebastian

Visitors Present: Terry Allcorn, Ruby Alvarez, Storm Russo

Staff Present: Krissy Brissett, Glenn Ricci

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

John Niss opened the meeting with a welcome to all attendees. He also welcomed Dan Diehl to the committee who is replacing Debra Jacobs.

Karen announced that John Niss has been selected as the Faculty Council VP so they will be accepting nominations for the Curriculum Committee co-chair. Nominations can be sent to Karen and John. Raul Valery indicated interest in the position.

2. **Review of Minutes February 15, 2017 and March 8, 2017**

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

The February and March 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 which may be viewed in ATLAS:

ACG 3024

CIS 4304C

FIN 3402

GEB 2861, GEB 3213, GEB 4891
GLY 2951C
MAN 3240, MAN 3353, MAN 4120, MAN 4162, MAN 4301, MAN 4504, MAN 4720
MAR 3023
NUR 1060C, NUR 3125, NUR 3145, NUR 3169, NUR 3634, NUR 3825, NUR 3870, NUR
4655, NUR 4829, NUR 4837, NUR 4945C

The outlines were approved by consensus.

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

There are no outlines being presented.

4. Regular Agenda

1617-103 HSC 1400C First Aid and CPR, CCM..... Tammy Sabourin
Purpose: Modify contact and lab hours; **Revised Credit/Contact/Lab Hours:** 3/1/2 (previously:
3/3/3); **Effective Date:** Fall 2017 (201810).

Karen explained that the faculty member was getting paid for 6 contact hours according to banner. They were trying to modify the course hours to correctly reflect that the faculty member should be paid for 3 hours. Karen explained to Tammy how credit/contact/lab hours are listed so the hours will stay as 3/3/3.

1617-143 GLY 2951C Geology Summer Field Course, CCA.....Mary Beck
Purpose: This course provides a capstone-like experience for students who have completed physical geology. Students develop and conduct an undergraduate research project with faculty mentoring. This course provides a unique opportunity for students to conduct field-based science research. The outcomes of this course support Learning Assured strategic goals of creating optimal conditions for student learning and partnering with students to improve their contribution to achieving their potential;
Credit/Contact/Lab Hours: 3/3/2; **Prerequisites:** GLY 2010C and department approval;
Co-requisites: None; **Catalog Course Description:** This course provides students who have taken Physical Geology with the opportunity to apply research methods and techniques in a geologic field setting. Students will be guided in choosing and constructing field projects during pre-field classroom time. Students will be oriented to the field region and the instructor will provide guidance in the collection of data and in making observations as needed. Upon returning from the field, students will complete and present posters on their research projects; **Effective Date:** Summer 2017 (201730).

Karen explained that she had a discussion with Mary and Bob Gessner about how many credits the course should be. They agreed that the correct reflection of credit/contact/lab hours for the course is 3/3/2.

The course will have a C designation, but they are not charging a lab fee as yet because they currently have an endowed chair. Some committee members wondered if the course will always be taught only in the summer since summer is in the title of the course. Cheryl will find out from Mary if the course will be taught exclusively in the summer.

Proposal 1617-143 was approved by consensus.

Mary explained that the course will only be taught in the summer with a large amount of time spent in the field. She went on to say that summer is ideal because of weather and seasonal issues that may arise in other seasons.

1617-187 ETP 1501 Intro. To Alternative and Renewable Energy, CCD.....D. Hall
Purpose: Revise course number, course hours, and course description; **Effective Date:** Fall 2018 (201910).

1617-188 ETP 1501C Intro. To Alternative and Renewable Energy, CCA.....D. Hall
Purpose: Revise course number, course hours, and course description; **Revised Course Number:** ETP 1501C; **Revised Credit/Contact/Lab Hours:** 3/4/2 (previously: 3/3/0); **Revised Course Description:** This course will introduce students to a variety of energy sources such as nuclear, wind, geothermal, solar, hydro, biodiesel, and Energy Management and Controls Technology troubleshooting tools; **Effective Date:** Fall 2018 (201910).

Karen explained that we received a \$900,000 grant for a new program and courses for fall of 2018. That is causing the revision and creation of some courses. This course will be required for the new program, but it was an elective for Electrical Engineering.

The courses will be equivalent and the effective dates will be Fall 2018.

Proposals 1617-187 and 188 were approved with the above change.

1617-193 GEB 2861 Business Problems Analysis, CCA.....Storm Russo
Purpose: With the addition of the AA Premajor in Business, this course will be instrumental in assessing the Program Outcomes; **Credit/Contact/Lab:** 3/3/0; **Prerequisites:** ENC 1101, ECO 2013 or ECO 2023, CGS 2100; **Co-requisites:** None; **Catalog Course Description:** This course will explain business terminology, management functions, marketing applications, and decision making methods. Using data derived from real-world business situations, students will learn to use appropriate spreadsheet software features to organize, analyze, and present data, as well as to make business decisions; **Effective Date:** Fall 2017 (201810).

Proposal 1617-193 was approved by consensus.

1617-194 Pre-Major, Business Administration, CPA.....Storm Russo
Purpose: This program will provide pathways for students in the Business Administration area to transfer to a 4-year institution; **Effective Date:** Fall 2017 (201810).

Karen pointed out that we can delete the transfer plan in line with the deletion of the other transfer plans that were replaced with a pre-major. Karen asked if the vote to add the pre-major could also serve as a vote to remove the transfer plan. The committee agreed.

Proposal 1617-194 was approved with the above understanding.

1617-195 ACG 3024 Accounting for Non-Finance Majors, CCA.....Craig Rapp
Purpose: New course for BAS in Business; **Credit/Contact/Lab:** 3/3/0; **Prerequisites:** Admission to the B.A.S degree in Supervision and Management, and MAC 1105; **Co-requisites:** None;
Catalog Course Description: This course addresses the use of accounting information by non-financial managers. Emphasis is placed on the interpretation of accounting information and the language of financial accounting to participate effectively in activities such as planning, investing, controlling, and managerial decision-making; **Effective Date:** Fall 2017 (201810).

Terry Allcorn explained that they need the students in the program to be able to deal with introductory accounting issues, but they don't need to be a finance major. John asked if he understood that any student with MAC 1105 will be able to take this course. Terry was aware.

Chris Klinger asked if any student, even those with no business courses, can get into this program. Terry explained that any student with any AA or an AS can be accepted.

Karen pointed out that the program may not be approved by SACS in time to offer it in fall 2017. Based on what she has seen they may not be able to offer it until summer 2018. As soon as she receives approval then the courses and program will be offered.

The prerequisite was changed from Accounting for Non-Financial Majors to: Admission to the B.A.S degree in Supervision and Management, and MAC 1105

Also, the title was changed to: Accounting for Non-Finance Majors.

Proposal 1617-195 was approved with the above changes.

1617-196 CIS 3304C Management Information Systems, CCA...Colin Archibald
Purpose: This is the Information Systems course for the BAS Business Management;
Credit/Contact/Lab: 3/3/1; **Prerequisites:** Admission to the BAS degree in Supervision and Management, and either CGS 1060C or CGS 2100C or department approval; **Co-requisites:** None; **Catalog Course Description:** Students will learn how the management of information systems is integrated with business. Students will be exposed to the underlying technologies, including spreadsheets, database, the internet, networks, the cloud, Enterprise Resource Planning software, and integration of commercial software products into a business. The differences among data, information and business intelligence are discussed as well as managerial decision making based on empirical evidence provided by information systems. Case studies are used to explore the application of information systems in the modern digital enterprise; **Effective Date:** Fall 2017 (201810).

Chris wondered if students would be learning to use the internet in a 4000 level course or if that is something to be covered well before this point. Lisa Macon said yes, but that isn't a general education requirement.

Karen wondered if Terry had any issue with changing the course to a 3000 level course and he did not.

The prerequisites were changed to: Admission to the BAS degree in Supervision and Management, and a minimum grade of C in either CGS 1060C or CGS 2100C or department approval.

The course number was changed to: CIS 3304C

Proposal 1617-196 was approved with the above changes.

1617-197 FIN 3402 Financial Analysis and Planning, CCA.....Craig Rapp
Purpose: New course for BAS in Business; **Credit/Contact/Lab:** 3/3/0; **Prerequisites:** Admission to the B.A.S degree in Supervision and Management, and a minimum grade of C in MAC 1105 and APA 1111C, and either ACG 2021C or FIN 2000; **Co-requisites:** None; **Catalog Course Description:** The students will learn to apply their financial skills and decision-making ability to address financial issues in a business environment. They will learn how financial markets influence their decisions and the role of financial intermediaries in these markets. Emphasis will be placed on financial and capital budgeting, working capital management, short and long term financing, valuation of the firm, and overall capital structure. The course will require the student to apply the time value of money through the use of present and future value scenarios; **Effective Date:** Fall 2017 (201810).

John wondered if all the prerequisites are required. Terry will verify if they need to add an "or" between each prerequisite. This has been verified to an "or" in between each course.

The prerequisite was changed to: Admission to the B.A.S degree in Supervision and Management, and a minimum grade of C in MAC 1105 or APA 1111C, or ACG 2021C or FIN 2000.

Proposal 1617-197 was approved with the above change.

Craig Rapp has verified that the change correctly reflects their intention.

1617-198 GEB 3213 Business Writing and Communication, CCA.....Craig Rapp
Purpose: New course for BAS in Business; **Credit/Contact/Lab:** 3/3/0; **Prerequisites:** Admission to the B.A.S degree in Supervision and Management, and a minimum grade of C in ENC 1101; **Co-requisites:** None; **Catalog Course Description:** This course is a study of the basics of business writing and introduces students to common formats, such as the memo, letter, and report. The course will stress techniques to improve writing skills and will teach students how to apply techniques used in the business writing process. Other topics covered include, but are not limited to, appropriate strategies for internal and external communication situations, audience analysis, and communication through technology; **Effective Date:** Fall 2017 (201810).

The prerequisite was changed to: Admission to the B.A.S degree in Supervision and Management, and a minimum grade of C in ENC 1101.

Proposal 1617-198 was approved with the above change.

1617-199 GEB 4891 Strategic Planning and Decision Making, CCA....Craig Rapp
Purpose: New course for BAS in Business; **Credit/Contact/Lab:** 3/3/0; **Prerequisites:** Minimum grade of C in MAN 4120; **Co-requisites:** None; **Catalog Course Description:** This course is a study of strategic planning and strategy implementation in an organization. Students will perform internal and external audits, identify problems, formulate goals and objectives, develop action plans and evaluate the effectiveness of the outcome, and explore strategies for competing in international markets; **Effective Date:** Fall 2017 (201810).

The prerequisite was changed to: Minimum grade of C in MAN 4120.

Proposal 1617-199 was approved with the above change.

1617-200 MAN 3240 Principles of Organizational Behavior, CCA.....Craig Rapp
Purpose: New course for BAS in Business; **Credit/Contact/Lab:** 3/3/0; **Prerequisites:** Admission to the B.A.S degree in Supervision and Management; **Co-requisites:** None; **Catalog Course Description:** This course provides students with an overview of the concepts of individual, group, and organizational behavior so they may envision how they will fit into organizations and be successful in leadership roles. Students will develop an understanding of the foundations of Organizational Behavior through the self-discovery of their own personalities, preferences, abilities, and learning styles. Students will apply skills, such as motivation, goal setting, and decision making processes to work scenarios/situations with an emphasis on understanding how personality, values, and attitude impact the culture and productivity of an organization; **Effective Date:** Fall 2017 (201810).

Chris wondered why we couldn't use the same course and number for two programs since there is already a course in existence with the same title.

Karen said that it had been discussed in the past and it was decided that they would not go in that direction. One reason was that different programs may want different course outcomes. Terry would love to have a conversation about combining the courses so various students from different programs can work together.

The prerequisite was changed to: Admission to the B.A.S degree in Supervision and Management.

The title was changed to Principles of Organizational Behavior so as not to be confused with another course in a different department with the title Organizational Behavior.

Proposal 1617-200 was approved with the above change.

1617-201 MAN 3353 Management Theory and Practices, CCA.....Craig Rapp

Purpose: New course for BAS in Business; **Credit/Contact/Lab:** 3/3/0; **Prerequisites:** Admission to the B.A.S degree in Supervision and Management; **Co-requisites:** None; **Catalog Course Description:** This course is a study of basic concepts and theories of management. The functional roles and processes for planning, leading, organizing, and controlling are emphasized. Other topics covered include, but are not limited to, team development, leadership, strategic development, decision making, ethics, diversity, and globalization; **Effective Date:** Fall 2017 (201810).

The prerequisite was changed to: Admission to the B.A.S degree in Supervision and Management.

Proposal 1617-201 was approved with the above change.

1617-202 MAN 4120 Leadership Challenges and Supervision, CCA.....Craig Rapp

Purpose: New course for BAS in Business; **Credit/Contact/Lab:** 3/3/0; **Prerequisites:** Minimum grade of C in MAN 3353 and MAN 3240; **Co-requisites:** None; **Catalog Course Description:** This course is a study of leadership in relation to group dynamics and team building. Students will learn strategies, tools, and techniques necessary for leadership success in the team environment. Other topics covered include, but are not limited to, leadership theories, decision making, ethics, and change management; **Effective Date:** Fall 2017 (201810).

The prerequisite was changed to: Minimum grade of C in MAN 3353 and MAN 3240.

Proposal 1617-201 was approved with the above change.

1617-203 MAN 4162 Customer Relations for Managers, CCA.....Craig Rapp

Purpose: New course for BAS in Business; **Credit/Contact/Lab:** 3/3/0; **Prerequisites:** Admission to the B.A.S degree in Supervision and Management; **Co-requisites:** None; **Catalog Course Description:** This course is a study of customer relations, which is key to understanding customer motivation. Topics covered include, but are not limited to, building and maintaining relationships, communication skills, and developing a service culture; **Effective Date:** Fall 2017 (201810).

The prerequisite was changed to: Admission to the B.A.S degree in Supervision and Management.

Proposal 1617-203 was approved with the above change.

1617-204 MAN 4301 Human Resource Management, CCA.....Craig Rapp

Purpose: New course for BAS in Business; **Credit/Contact/Lab:** 3/3/0; **Prerequisites:** Admission to the B.A.S degree in Supervision and Management; **Co-requisites:** None; **Catalog Course Description:** This course is a study of the functions of human resource management including recruitment, selection, benefits and compensation, performance evaluation, development of employees, and formulation of human resource procedures. The strategic role of human resources and current issues will be discussed; **Effective Date:** Fall 2017 (201810).

The prerequisite was changed to: Admission to the B.A.S degree in Supervision and Management.

Proposal 1617-204 was approved with the above change.

1617-205 MAN 4504 Operational Decision Making, CCA.....Craig Rapp

Purpose: New course for BAS in Business; **Credit/Contact/Lab:** 3/3/0; **Prerequisites:** Minimum grade of C in MAR 3023; **Co-requisites:** None; **Catalog Course Description:** This course is a study of operational decision-making techniques to improve the processes and productivity in organizations. Topics will include, but are not limited to, quality and outcomes, efficiency, forecasting, work-flow processes, inventory control, design of goods and services, waiting lines, critical path, and managing a project; **Effective Date:** Fall 2017 (201810).

The prerequisite was changed to: Minimum grade of C in MAR 3023.

Proposal 1617-205 was approved with the above change.

1617-206 MAN 4720 Strategic Management Capstone/Coop, CCA.....Craig Rapp

Purpose: New course for BAS in Business; **Credit/Contact/Lab:** 3/3/0; **Prerequisites:** Minimum grade of C in the following courses: ACG 3024, MAN 4162, MAN 4120, and FIN 3402; **Co-requisites:** None; **Catalog Course Description:** This course is the culminating course for Business Administration students and is designed to integrate and apply the knowledge and information learned in previous business courses. The primary focus will be upon strategic management principles and business policy through the use of case studies and other assessment tools. Students will develop the capacity to think strategically about an organization with the goal of achieving a sustainable competitive advantage; **Effective Date:** Fall 2017 (201810).

The prerequisite was changed to: Minimum grade of C in the following courses: ACG 3024, MAN 4162, MAN 4120, and FIN 3402.

Proposal 1617-206 was approved with the above change.

1617-207 MAR 3023 Marketing Management, CCA.....Craig Rapp

Purpose: New course for BAS in Business; **Credit/Contact/Lab:** 3/3/0; **Prerequisites:** Admission to the B.A.S degree in Supervision and Management; **Co-requisites:** None; **Catalog Course Description:** This course covers the study of how firms create and communicate value in order to build and maintain customer relationships while benefiting the organization and its stakeholders. Emphasis is placed on the functions, institutions, and basic problems in marketing of goods and services in our domestic economy and abroad; **Effective Date:** Fall 2017 (201810).

The prerequisite was changed to: Admission to the B.A.S degree in Supervision and Management.

Proposal 1617-207 was approved with the above change.

1617-208 B. A. S. in Supervision and Management, CPA.....Craig Rapp

Purpose: The mission of the Bachelor of Applied Science (B.A.S.) in Supervision and Management is to provide students with the opportunity to attain a degree that will enhance their placement in higher-level management and supervisory positions within the business community. This program, designed to layer on top of an Associate in Science (A.S.) degree or an Associate in Arts (A.A.) degree, will provide students with the skills and knowledge required to become successful managers and leaders within public, private and non-profit organizations. The curriculum emphasizes a practical, hands-on application approach to understanding supervision and management; **Effective Date:** Fall 2017 (201810).

Karen will include the wording regarding MAC 1105 in the overview.

Proposal 1617-208 was approved with the above by consensus.

1617-209 NUR 1060C Health Assessment Across the Lifespan, CCA.....L. Hudson
Purpose: New course offering; **Credit/Contact/Lab:** 3/2/3; **Prerequisites:** BSC 2093C and BSC 2094C; **Co-requisites:** None; **Catalog Course Description:** This course presents the principles and concepts of health and physical assessment for clients throughout the life-span. It provides students with the opportunity to develop hands-on communication skills in the area of client assessment; **Effective Date:** Fall 2018 (201910).

Leanne explained that the course was offered previously and was discontinued, but it will be a requirement for the program. They want to offer it in Fall 2017 so that students applying for the program can start taking it ahead of time. Chris and Linda explained that financial aid will not cover this class for students.

The prerequisite was changed to: Minimum grade of C in BSC 2094C.

The effective date was changed to: Fall 2017.

Proposal 1617-209 was approved with the above changes

1617-210 NUR 3125 Pathophysiology for Nursing Practice, CCA.....L. Hudson
Purpose: The Nursing Division is starting a RN to BSN completion program; **Credit/Contact/Lab:** 3/3/0; **Prerequisites:** Admission to the B.S.N program; **Co-requisites:** None; **Catalog Course Description:** This course focuses on the basic concepts and processes of pathophysiology for common disease conditions. The content will build on earlier course work such as anatomy, physiology, microbiology, chemistry, and nutrition. The mechanisms of underlying clinical manifestations, prevention, and treatments will be discussed; **Effective Date:** Fall 2017 (201810).

Leann explained that the course selection came about because there is a nursing shortage in Florida. She worked closely with other schools that will be offering a BSN to create a common curriculum. Valencia will be offering two of the required electives and the other schools will be offering two each as well. All the electives will be offered online.

Chris and Linda want to make sure that financial aid is in the middle of the conversation because those students would be considered transient. Also, Karen will find a better way to specify that the program electives can be taken elsewhere.

Al Groccia and Chris wonder if the Chemistry is going to be required. Chris explained that students could go into UCF nursing without Chemistry so he cautions them to keep that in mind based on the description wording in NUR 3125.

The prerequisite was changed to: Admission to the B.S.N program.

Proposal 1617-210 was approved with the above change.

1617-211 NUR 3145 Pharmacology, CCA.....Leann Hudson

Purpose: The Nursing Division is starting a RN to BSN completion program;
Credit/Contact/Lab: 3/3/0; **Prerequisites:** Admission to the B.S.N program; **Co-requisites:** None; **Catalog Course Description:** This course focuses on the effects of pharmacotherapy used in the treatment of selected illnesses, and the promotion, maintenance and restoration of wellness in diverse populations across the lifespan. Emphasis is placed on the concepts of pharmacodynamics and pharmacokinetics. Course outcomes include a detailed understanding of the nurse's role in safe drug administration, assessment of patient response to drug therapy, patient education, and evidence-based treatment guidelines. Legal and ethical principles of medication administration are reviewed; **Effective Date:** Fall 2018 (201910).

The prerequisite was changed to: Admission to the B.S.N program.

Proposal 1617-211 was approved with the above change.

**1617-212 NUR 3169 Evidence and Research in Nursing Practice, CCA
.....L. Hudson**

Purpose: The Nursing Division is starting a RN to BSN completion program;
Credit/Contact/Lab: 3/3/0; **Prerequisites:** Admission to the B.S.N program, and a minimum grade of C in STA 2023; **Co-requisites:** None; **Catalog Course Description:** This course focuses on the processes required to integrate evidence and research into nursing practice. The primary emphasis is on skills to evaluate scientific evidence for nurse-sensitive quality markers so that students can utilize published healthcare research to influence practice; **Effective Date:** Fall 2018 (201910).

The prerequisite was changed to: Admission to the B.S.N program, and a minimum grade of C in STA 2023.

Proposal 1617-212 was approved with the above change.

1617-213 NUR 3634 Community Health Nursing, CCA.....Leann Hudson

Purpose: The Nursing Division is starting a RN to BSN completion program;
Credit/Contact/Lab: 4/4/0; **Prerequisites:** Admission to the B.S.N program; **Co-requisites:** None; **Catalog Course Description:** Concepts of community health nursing focus on community as a client and nursing interventions utilized across the lifespan. This course is designed to provide students the opportunity to assist culturally diverse populations and aggregates in the community to achieve an optimum level of wellness. Special emphasis is placed on advanced theoretical concepts related to health promotion, risk reduction, disease prevention and development processes; **Effective Date:** Fall 2018 (201910).

The prerequisite was changed to: Admission to the B.S.N program.

Proposal 1617-213 was approved with the above change.

1617-214 NUR 3825 Professions of Role Transformation, CCA.....Leann Hudson

Purpose: The Nursing Division is starting a RN to BSN completion program;
Credit/Contact/Lab: 3/3/0; **Prerequisites:** Admission to the B.S.N program; **Co-requisites:** None; **Catalog Course Description:** This course will explore the role expectation of the baccalaureate nurse by integrating the professional standards, ethical principles, and management roles as it relates to critical thinking as part of the global healthcare delivery system; **Effective Date:** Fall 2018 (201910).

The prerequisite was changed to: Admission to the B.S.N program.

Proposal 1617-214 was approved with the above change.

1617-215 NUR 3870 Informatics in Healthcare Nursing, CCA.....Leann Hudson

Purpose: The Nursing Division is starting a RN to BSN completion program;
Credit/Contact/Lab: 3/3/0; **Prerequisites:** Admission to the B.S.N program; **Co-requisites:** None; **Catalog Course Description:** This course will be presented in a hands-on, interactive, and self-reflecting manner that will allow students to explore informatics nursing careers and the effective use of patient care technologies, while gaining a basic understanding of the multidisciplinary combination of nursing science, computer science, information science and cognitive science. Additionally, this course will provide an introductory overview of relevant clinical information systems (CIS), basic informatics concepts, decision making support tools, and an examination of health information technologies that promote safety, improve quality, foster consumer centered care and efficiency; **Effective Date:** Fall 2018 (201910).

The prerequisite was changed to: Admission to the B.S.N program.

Proposal 1617-215 was approved with the above change.

1617-216 NUR 4655 Diversity and Global Trends in Nursing, CCA.....L. Hudson

Purpose: The Nursing Division is starting a RN to BSN completion program;
Credit/Contact/Lab: 3/3/0; **Prerequisites:** Admission to the B.S.N program; **Co-requisites:** None; **Catalog Course Description:** This course contributes to the development of nursing competence toward a diverse population. Global approaches to healthcare will be examined to aid the nurse in the development of professional nursing practice. Key issues and trends related to selected national and global healthcare topics will be explored. Specific attention will be given to basic health beliefs of selected cultures, health disparities, and under-served populations both nationally and internationally; **Effective Date:** Fall 2018 (201910).

The prerequisite was changed to: Admission to the B.S.N program.

Proposal 1617-216 was approved with the above change.

1617-217 NUR 4829 Leadership and Management in Nursing, CCA....L. Hudson

Purpose: The Nursing Division is starting a RN to BSN completion program;
Credit/Contact/Lab: 3/3/0; **Prerequisites:** Admission to the B.S.N program; **Co-requisites:** None; **Catalog Course Description:** The purpose of this course is to examine leadership and management concepts used to address complex micro-system issues within selected healthcare organizations. Emphasis is on the application of advanced communication skills in collaboration with inter-professional teams. Focus is on interrelationship of selected roles within the context of specific theoretical frameworks and models of care; **Effective Date:** Fall 2018 (201910).

The prerequisite was changed to: Admission to the B.S.N program.

Proposal 1617-217 was approved with the above change.

**1617-218 NUR 4837 Healthcare Policy and Economics in Nursing, CCA
.....L. Hudson**

Purpose: The Nursing Division is starting a RN to BSN completion program;
Credit/Contact/Lab: 3/3/0; **Prerequisites:** Admission to the B.S.N program; **Co-requisites:** None; **Catalog Course Description:** This course examines the foundations of healthcare policy that impact nursing practice and client care. Students will participate in a critical analysis of current legislative issues, economic constraints, and political controversies that influence emerging trends in nursing practice and health care systems. Course content will include an appraisal of the implications of policy and economics on issues of access, equity, affordability, health disparities, and social justice in health care. Students will gain knowledge that prepares them to assume leadership roles in health policy development; **Effective Date:** Fall 2018 (201910).

The prerequisite was changed to: Admission to the B.S.N program.

Proposal 1617-218 was approved with the above change.

1617-219 NUR 4945C Nursing Capstone, CCA.....Leann Hudson

Purpose: The Nursing Division is starting a RN to BSN completion program;
Credit/Contact/Lab: 2/2/0; **Prerequisites:** Core RN courses; **Co-requisites:** None;
Catalog Course Description: This course builds on previous learning and provides the student with an experiential learning in select practice settings. The student will integrate nursing research knowledge, leadership and management, and nursing theories to design, implement or lead a project that will improve patient outcomes and facilitate the transition to professional practice. The student must have a current Florida RN license to enroll in this course. This course requires students to complete a capstone experience with a clinical preceptor along with specific web-based assignments and activities, in the last semester of the BSN program.

The capstone project will be based on agreement between the student, faculty member, and the clinical preceptor; **Effective Date:** Fall 2018 (201910).

The prerequisite was changed to: Core RN courses.

Proposal 1617-219 was approved with the above change.

1617-220 B. S. in Nursing, CPA.....Leann Hudson
Purpose: To cover critical shortage in nursing; **Effective Date:** Fall 2018 (201910).

Proposal 1617-220 was approved by consensus.

**1617-221 Articulated Pre-Major, Engineering (University of Central Florida), CPM
.....Karen Borglum**
Purpose: To align the program courses to upcoming changes at UCF for fall 2017;
Effective Date: Fall 2017 (201810).

Lisa Macon explained that they were informed by the UCF advisors that as of fall 2017, Electrical and Computer Engineering at UCF will no longer require the Statics and Dynamics course. Valencia currently requires their students to take this course, but they will no longer accept it at UCF. She knows there are questions about what happens to students and UCF will be proceeding on a case by case basis.

Chris asked if the course will count as excess hours. Lisa said that UCF has assured her that any courses they do not accept will not count as excess hours.

5. Discussion Items

There are no Discussion Items for this month's meeting.

6. Information Items

- **Various Courses Lab Fee Revision:**
Updating of the required lab fee for each course in attached spreadsheet;
Effective date: Fall 2017 (201810).
- **Valencia College and St. Petersburg College Articulation Agreement Update**

The updates to this agreement will be effective for the 17/18 academic year.

- **Pre-Majors Update:**
Added wording: "demonstrates readiness for transfer."

All pre-majors will be updated with the above wording.

- **CUD-A Codes:**

FFP 2930	Selected Topics in Fire Science-127010 Fire Science - PSV
ETI 2943	Practicum in Tech Industry-12601 Industrial – PSV
RET 1274L	Respiratory Care Lab I-12301 Health Occupations - PSV
RET 2283L	Respiratory Care Lab II-12301 Health Occupations - PSV
RET 2284L	Respiratory Care Lab III-12301 Health Occupations - PSV
RET 2447	Hemodynamic Monitoring-12301 Health Occupations - PSV
RET 2920	Respiratory Care Practicum-12301 Health Occupations - PSV

The next meeting of the College Curriculum Committee is scheduled for May 10, 2017, and will be held on the East Campus. *Deadline for submission of materials for the agenda is **April 26, 2017.***