



February 22, 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
January 11, 2017
East Campus, Building 3 Room 113
2:00 – 5:00 p.m.

AGENDA

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

2. **Review of Minutes November 9, 2016**
(<http://valenciacollege.edu/curriculumcommittee/Minutes.cfm>)

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:

CVT 1270	Pathophysiology
EDG 2001	Education Capstone
EMS 0110	Emergency Medical Technician
ETD 1031C	Introduction to Construction/Drafting Technology
FFP 1000	Fire Science Fundamentals
PEM 2104C	Personal Fitness and Wellness

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

1617-015 PEM 2104C Personal Fitness and Wellness, CCA.....T. Sabourin

Purpose: To align with UCF for transfer changing from HLP 1081C to PEM 2104C. The course deletion for HLP 1081C will be brought forward at a later date; **Revised Course Title:** Personal Fitness and Wellness (previously: Fitness and Wellness for Life; **Revised Credit/Contact/Lab:** 3/1/3 (previously: 3/1/2); **Revised Catalog Course Description:** This course will assist the student in implementing a personal fitness program based on exercise science principles and methods. Students will perform workouts each class in the fitness center to improve the health-related components of physical fitness: cardiovascular endurance, muscular strength and endurance, flexibility and body composition. Students will also develop an awareness that a positive healthy lifestyle can enhance quality of life and decrease risk of disease. Wellness topics covered include: nutrition, stress management, weight management and disease prevention; **Effective Date:** Fall 2017 (201810).

Karen and Tammy explained that these changes were to facilitate the creation of a pathway for our students to go into the bachelor in exercise science at UCF.

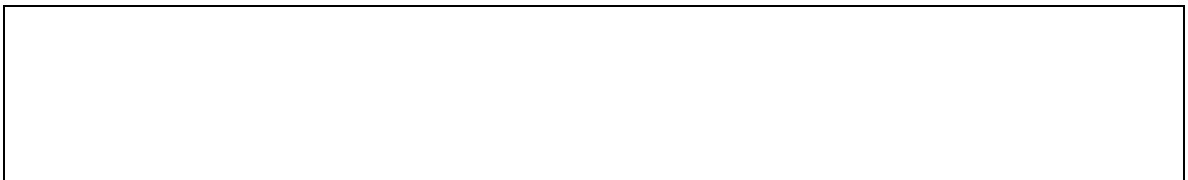
Chris Klinger wondered why we were creating a pathway to the UCF bachelor in exercise science since UCF will no longer be offering a bachelor degree in exercise science. They will be marketing their master's degree instead. Karen and Tammy were unaware of that change and Karen will contact UCF based on the program changes that were going to be brought forward to the January meeting.

Proposal 1617-015 was tabled at the November 2016 meeting.



1617-027 ETD 1031C Intro. to Construction/Drafting Tech., CCMAndy Ray

Purpose: Modify course description; **Revised Catalog Course Description:** Intended for students new to Valencia, this course provides an overview of experience, academic and technical requirements in construction, design, drafting, civil technology and surveying. Learning activities are designed to ensure competence in oral communication and the basic use of computers; **Effective Date:** Fall 2017 (201810).



1617-028 A. S. in Emergency Medical Services Tech., CPM Cindy Bell
Purpose: Change SPC 1608 to SLS 1122 to comply with the new student experience requirement; **Effective Date:** Fall 2017 (201810).

1617-029 A. S. in Nursing, Advanced Standing Track, CPM Leann Hudson
Purpose: To inform students that the program is an accelerated or condensed format;
Revised Program Title: A. S in Nursing, Accelerated Track; **Effective Date:** Fall 2017 (201810).

1617-030 A. S. in Paralegal Studies, CPM Wendy Toscano
Purpose: Add SLS 1122 and remove BUL 2242; **Effective Date:** Fall 2017 (201810).

1617-031 CVT 1270 Pathophysiology, CCM Sarah Powers
Purpose: Moving the CVT 1270 course from the summer semester of the term 1, to the fall semester of the first year is being proposed to start in Fall 2017. Because of this change, the course will need the above modifications to corequisites and prerequisites to meet the Fall CVT term 1 requirements and timeline; **Revised Prerequisites:** Acceptance to Cardiovascular A.S. Degree Program (Previously: Minimum grade of C in CVT 1260C); **Revised Co-requisites:** CVT 1000C (Previously: CVT 1205C); **Effective Date:** Fall 2017 (201810).

1617-032 A. S. in Cardiovascular Technology, CPM..... Sarah Powers

Purpose: The Course CVT 1270 currently is in the first term spring semester and it has been discussed that the students may need a review of Anatomy and physiology when starting the program, CVT 1270 can provide this. Also the current instructor has stated on many occasions that the length of material required really needs more time, and the fall term can supply that. The students in previous years felt the summer was overwhelming due to the time constant and would like the review of A & P that the course supplies before getting into the other courses. Before in this term and semester there was not enough credit hours to assist students with financial aid, moving this course to this semester will fix this issue; **Effective Date:** Fall 2017 (201810).

1617-033 A. S. in Medical Office Administration, CPMBetty Wanielista

Purpose: Add OR to the Transcription Specialization for OST1108C Building Keyboarding Speed and Accuracy OR OST1110C Keyboarding and Document Processing II. This gives students an opportunity to choose which course best fits their needs, since students come into the program with different skills. Also, saves the Career Program Advisor time creating substitutions; **Effective Date:** Fall 2017 (201810).

1617-034 A. S. in Office Administration, CPMBetty Wanielista

Purpose: Add OST 1257C Medical Terminology for the Office and OST 1467C Introduction to Body Systems for OST to the Office Administration Electives, so students can complete two degrees (Medical Office Administration and Office Administration) using these courses as substitutions; **Effective Date:** Fall 2017 (201810).

1617-035 Medical Office Management TC, CPM.....Betty Wanielista

Purpose: Remove OST1611C. Add OST2858C Microsoft Excel or OST2836C Microsoft Access. These courses have been a substitute for OST1611C which stopped an automatic Technical Certificate being generated to students. Medical Office Managers do not need a knowledge of Medical Transcriptions, since doctors use computers to input diagnosis;
Effective Date: Fall 2017 (201810).

1617-036 Medical Office Specialist TC, CPM.....Betty Wanielista

Purpose: Add OST1110C Keyboarding and Document Processing II to OST1108C Building Keyboarding Speed and Accuracy as an OR. This is in the Transcription Specialization area. This give the students an opportunity to choose which fits them best. Some student come in with speed and need formatting knowledge; **Effective Date:** Fall 2017 (201810).

1617-037 A. S. in Culinary Management, CPM Pierre Pilloud

Purpose: Department of Education new requirement. Reduce program hours; **Revised Program Hours:** 60 (previously: 64); **Effective Date:** Fall 2017 (201810).

1617-038 **A. S. in Hospitality and Tourism Mgmt. (A. S. to B. S.), CPMCraig Rapp**
Purpose: Update with the addition of SLS 1122, reduce the total number of credits from 64 to 60 (per state requirements), and align the career path with AS to BS updates from the past year; **Revised Program Hours:** 60 (previously: 64); **Effective Date:** Fall 2017 (201810).

1617-039 **A. S. in Restaurant and Food Service Mgmt., CPM.....Craig Rapp**
Purpose: Update with the addition of SLS 1122; **Effective Date:** Fall 2017 (201810).

1617-040 **Business Management TC, CPA.....Storm Russo**
Purpose: This modification will enable students in 4 Pre-Majors to earn this certificate (Business Administration, Accounting, Human Resources Management and Management Information Systems); **Effective Date:** Fall 2017 (201810).

1617-041 **Business Operations TC, CPAStorm Russo**
Purpose: This modification will enable students in 4 Pre-Majors to earn this certificate (Business Administration, Accounting, Human Resources Management and Management Information Systems); **Effective Date:** Fall 2017 (201810).

1617-042 Business Specialist Certificate TC, CPA Storm Russo
Purpose: This modification will enable students in 4 Pre-Majors to earn this certificate (Business Administration, Accounting, Human Resources Management and Management Information Systems); **Effective Date:** Fall 2017 (201810).

1617-043 A. S. in Fire Science Technology-Academy Track, CPM..... John Glass
Purpose: Changes to the program are being proposed for grading requirements. Also, the selection process and some program requirements and verbiage need clarification; **Effective Date:** Fall 2017 (201810).

1617-044 FFP 1000 Introduction to Fire Science, CCM John Glass
Purpose: The reason for this change is that the course is being submitted as a substitute New Student Experience (NSE) course for the AS degree in Fire Science. The course has met the requirements for an NSE course and the final stage in the process is to make sure CIM reflects the proposed changes; **Revised Course Title:** Fire Science Fundamentals; **Revised Course Description:** This course will provide an overview to fire protection. The history of fire protection, the fire problem and how organizations are structured to deal with the fire problem, will be studied. The variety of fire technologies, fire science and fire prevention programs that address fire and life safety will be explored. Building design and construction relating to fire protection and fire safety will be reviewed as well as preventing and controlling fire loss. The student will also research the many private and governmental organizations that have an impact on fire protection and life safety. Career opportunities, and educational and training programs, related to fire protection will be examined. Since the course is an introductory course, the student will explore the many educational, financial and personal resources and support systems that are available at the college to help with academic and personal success ; **Effective Date:** Fall 2017 (201810).

1617-045 A. S. in Fire Science Technology, CPMStephen Chancey

Purpose: I would like to remove the two specializations in the degree, Fire Officer Specialization and Fire Prevention Specialization. There will only be one track for the degree. This will allow for more flexibility for our students to complete the program. I've changed the program description to be more aligned with the program outcomes;
Effective Date: Fall 2017 (201810).

1617-046 EMS 0110 Emergency Medical Technician, CCA..... Cindy Bell

Purpose: New course for EMT program; **Credit/Contact/Lab:** 0/300/300; **Prerequisites:** None; **Co-requisites:** None; **Catalog Course Description:** The Emergency Medical Technician course prepares students to provide pre-hospital assessment and care for patients of all ages with a variety of medical conditions and traumatic injuries. Areas of study include an introduction to emergency medical services systems, roles and responsibilities of EMTs, anatomy and physiology, medical emergencies, trauma, special considerations for working in the pre-hospital setting, and providing patient transportation; **Effective Date:** Fall 2017 (201810).

1617-047 Fire Fighter-Emergency Medical Technician VCC, CPA ...Stephen Chancey

Purpose: This program has been approved by the State Fire Marshal and Florida Department of Health as a combined completion point for fire fighter minimum standards and EMT courses. This will allow both courses to be eligible for financial assistance. The current EMT program is credit only. New courses were submitted to add the EMT program as a PSAV program in addition to the credit program; **Effective Date:** Fall 2017 (201810).

1617-048 Transfer Plan for Education, CPD Karen Borglum
Purpose: We added two pre-majors: Early Childhood and Elementary Education, so we don't need the transfer plan; **Effective Date:** Fall 2017 (201810).

1617-049 EDG 2001 Education Capstone, CCA Karen Borglum
Purpose: Required course for the AA pre-major in Elementary Education;
Credit/Class/Lab Hours: 1/1/0; **Prerequisites:** Minimum of 30 credits with a 2.5 minimum GPA, OR department permission; **Co-requisites:** None; **Catalog Course Description:** This comprehensive FTCE General Knowledge Review course is for students in teacher preparation programs to receive the skills and information needed in an effort to obtain high scores on the FTCE General Knowledge exam's English Language Skills, Reading, Essay and Mathematics sections. Students will learn test strategies, complete a review, and take practice tests of the General Knowledge Test required for transfer to teacher education programs and employment in K-12 education; **Effective Date:** Spring 2017 (201720).

1617-050 Articulated Pre-Major Elementary Education (UCF), CPM ... Karen Borglum
Purpose: Modify program to include the Selected Topics course, which was being used as a placeholder, with the approved Education Capstone course; **Effective Date:** Spring 2017 (201720).

5. Discussion Items

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

6. Information Items

- CUD-A Code Recommendations:

PAX 1500 Conflict Transformation: Paths to Peace- 11849 Interdisciplinary – AP

- Medical Coder Biller TC:

OST 1257C (Medical Terminology for the Office) was inadvertently not included as an “OR” option for HSC 1531 (Medical Terminology) when the Medical Coder Biller TC was submitted. The TC was updated to include it as an option for students who have not taken HSC 1531.

- Journalism Courses:

JOU 1400L, 1401L, and 1402L will be changed to JOU 1030L, 1031L, and 1032L by the SCNS in order to accommodate our request for a sequence of Media Production courses.

The next meeting of the College Curriculum Committee is scheduled for February 15, 2017, and will be held on the East Campus. *Deadline for submission of materials for the agenda is **January 18, 2017.***