

Palm Beach State College
Curriculum Committee Agenda (Revised 10/24/16)
October 27, 2016

FA - Possible Financial Aid Action Warranted

I. Approval of September 22, 2016 Minutes and September FYI Agenda

Discussion: None

Data sources consulted: Minutes

Action:

II. For Your Information

CCE/Avocational

New Avocational and CCE Courses	Title	Clock Hours
AHO0033	Advanced Cardiac Life Support Provider	13.5
HEO0265	Interactive Read Aloud for Preschool	5
LUO0177	Investing for Beginners	6
LUO0178	Discover the Artist Within	10
TIO0130	Welding AWS Certification	8
YCO0698	ASYC Guitar Jamming	12

Revised Avocational and CCE Courses	Title	Changes
LUO0100	Managing Choices with Medicare Health Plans	Reactivate course; Change clock hours from 2 to 5; Change special fee from \$14.98 to \$74.95.
POO0363	Crisis Intervention	Reactivate course
TIO0127	Welding AWS Certification - Grant	Course title changed from <i>Welding AWS Certification</i> to <i>Welding AWS Certification - Grant</i>
TIO0750	Construction Drawings Intro – Reading and Interpretation	Reactivate course; Change special fee from \$70 to \$90; Revise course description.
TIO0755	Estimating for Construction Intro	Reactivate course; Add \$90 special fee; Revise course description.

VPAA Action

10/12/16-The VPAA approved the creation of an honors version of SOW1051LR effective Fall Term (August 2016) to be offered 2nd 8 weeks.

New Course

SOW1051LR Honors True Calling: Community Based Learning (AA course 1 credit, 32 lab hours, Prerequisite: acceptance into the Honors College, AN grading, a separate honor’s course outline was submitted.)

1

Justification: Professor Tracy Ciucci has been working with Mr. Becker and Honor Manager Ms. Montesinos toward the opening of a campus thrift store “Panther's Closet”. She wants to offer a community-based learning 1 credit course SOW1051LR specifically for students in the honors college to assist in the donation collection and development of this store. The original course was approved through curriculum committee last year when our community-based committee submitted. It was approved for a traditional course and not an honors. Ms. Ciucci was involved in the process and have all documentation as well as outcomes etc. at hand for that. .Palm Beach State College does not currently offer an Honors True Based Calling: Community Based Learning course. This course offering will also enhance the overall experience of students who are part of the Honors College and Dr. Yohe approved this action for fall term.

Minutes Correction

9/22/16 IV.A. Bachelor of Applied Science-Information Management. A typo listing was discovered for the following course actions:

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<u>New Courses</u>	Effective January 2017 (20172)	
ISM3115 Stakeholder and Communications Management (3 credits, 3 lecture contact hours, AW grading system, prereq ISM3314 (C), program code limit T715, T804, no special fee)		3

<u>Revised Courses</u>	Effective January 2017 (20172)	
ISM4332 IT Project Schedule & Cost Control (change prereq from ISM3314 (C) to ISM3314, ISM4312 both with a grade of C)		3
MAN4520 Quality Management Control (change prereq from ISM3314 (C) to ISM3314, ISM4332 both with a grade of C)		3
MAN4584 Project Risk Management (change prereq from ISM3314 (C) to ISM3314, MAN4520 both with a grade of C)		3

9/22/16 IV. C. 1.-The course description for RMI0092 was also corrected with this curriculum action.

9/22/16 IV. E. 1.-The following new course's effective date should have been August 2017 (20181)

<u>New Courses</u>	Effective January 2017 (20172) August 2017 (20181)	
CTS2XXX (CTS2650) Cisco CCENT Certification Prep Exam (1 credit, 1 lecture contact hour, prereq CTS1650 (D), AW grading system, program code limit 6542, 6135, 6540, 2126, 2122, 2123, special fee \$10.00)		1

9/22/16 IV. F. Interior Design-The course description for IND2460C was also corrected in this curriculum action.

III. Old Business

Discussion: NA

Data sources consulted: Curriculum Support Documents

Action:

IV. New Business

Credits/Clock Hours

A. Business and Office Administration

1. AS to AA Conversion

<u>Revised Courses</u>	Effective May 2017 (20173)	
MNA2100 Human Relations in Business (Update from "AS" to "AA")		3

Justification:

Human Relations in Business (MNA2100) is currently required for the AS in Business and the CCC for Business Specialist designation. I am requesting that this course be allowed as an AA elective similar to that of Fundamentals of Entrepreneurship (ENT1000), Managing an Entrepreneurial Enterprise (ENT2112), Planning an Entrepreneurial Venture (ENT2010), Principles of Marketing (MAR2011), Introduction to Business (GEB1011), Business Law 1 (BUL2241), and Business Law 2 (BUL 2242). There are 4 reasons for this request:

1) Per Florida Department of Education Statewide Course Numbering System

(http://scns.fldoe.org/scns/public/pb_inst_course_dtl.jsp), several colleges offer MNA2100 within the A.A. degree, including:

1) North Florida Community College

a. <http://www.nfcc.edu/media/268945/catalog%20new%20web%209-1-2015.pdf> (pg 81)

2) Tallahassee Community College

3) Miami Dade College (as MNA2120)

2) Current students who are seeking the AA degree are highly interested in taking this course in furtherance of their AA degree, which supports the completion agenda. Students have indicated that they want to take this course and would find it highly valuable, but decide not to do so because it is indicated for AS only and therefore does not help them with financial aid and/or completion.

3) This course is incorporated into a 12-credit Business Specialist College Credit Certificate

(<http://www.palmbeachstate.edu/catalog/current/degrees-programs/business/business-specialist-ccc.aspx#tab-2>), which would enable students to earn a CCC as a completion as they pursue an AA degree. The other three (3) courses are AA classes.

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4) No changes to the curriculum are otherwise required, so this has provides attractiveness to students seeking a transfer degree, while still providing critical instruction to those students seeking an AS and/or CCC. The Cluster minutes are submitted under separate cover, supporting this action.

Discussion:

Data sources consulted: Curriculum Support Documents

Action:

2. Business and Office Management/Computer Information and Technology

(10/24/16-The Business Cluster asked that this action be pulled from the October 27, 2016 agenda for further development.)

3. Insurance Claims Adjuster

Revised Courses

Effective August 2017 (20181)

RMI0635 Insurance Claims Adjuster (Change title to Accredited Claims Adjuster Designation (ACA), update course learning outcomes) 40

Revised Program

Effective August 2017 (20181)

Current Insurance Claims Adjuster (5498)			Proposed Insurance Claims Adjuster (5498)		
Required Courses		Clock Hours:	Required Courses		Clock Hours:
RMI0635	Insurance Claims Adjuster	40	RMI0635	Accredited Claims Adjuster Designation (ACA)	40
Total Program Clock Hours: 40			Total Program Clock Hours: 40		

Justification: The course title on the College catalog does not match the name of the course approved by the Florida Department of Financial Services. As a provider, PBSC need to be sure the course offered represents what is submitted to the state.

Discussion:

Data sources consulted: Curriculum Support Documents

Action:

C. Motion to Dismiss

Discussion: NA

Action:

The Curriculum agendas and documentation are at <http://intranet.pbcc.edu/AcadServ/CurriculumMaterials.asp> and Curriculum Minutes <http://www.palmbeachstate.edu/curriculum-development/minutes.aspx> are posted online.

The Curriculum Committee meetings will be held in ETA 101 in Lake Worth and will be available for members and presenters in the reserved conference rooms at the other college locations. (Belle Glade CRA 105.3, Boca Raton AD 406, Lake Worth ETA 101, and Palm Beach Gardens AD 207)

Attendance	Faculty and Instructors
	Cynthia Alexandre, Mathematics-1st Year LW
	Patty Braga, Sonography, 1st Year, PBG
	Lauren Chambers, English/Lit-2nd Year PBG

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Cheryl Christensen, Natural Science-2nd Year BR
Zenaida Espinosa, Interior Design-2nd Year LW
Tod Fairbanks, Microbiology-2nd Year PBG
Hector Hernandez, BAS IM-1st Year District
Wendy Mendez-Hasselmann, Spanish, 1st Year BR
Cynthia Judd, Chemistry-2nd Year PBG
Richard Shreve, Chemistry-2nd Year BR
Michele Tiggie, BAS Health Adm-3rd Year District CHAIR
Administrative Members
Susan Bierster, Acting Dean Curriculum and Educational Technology-2 nd Year District
Robert Gingras, Academic Assoc Dean- 2 nd Year PBG
Teresa Armas, Financial Aid Specialist
Roz McFarlane McCalla, Associate District Registrar
Kathleen Karran-McCoy, Student Services Asst. Dean - 1 st Year District
Geri Spain, Academic Services (Non-voting)
Cyndi Demitruk, Academic Services (Non-voting)

Presenters:

Guests:

Degree Type	Program Action			Course Action		
	New	Rev	Delete	New	Rev	Delete
BAS/BS						
AA						
AS						
ATC						
ATD						
CCC						
College Prep						
PSAV						
TOTAL						