

Palm Beach State College
Curriculum Committee Minutes
January 16, 2014

FA - Possible Financial Aid Action Warranted

I. Approval of November 21, 2013 Minutes

Discussion: NA

Data sources consulted: Minutes

Action: Motion to Approve-S. Greenwell; 2nd-V. Slesinger

APPROVED

II. For Your Information

CCE/Avocation Course Action November 14, 2013 to January 10, 2014

New Avocational and CCE Courses	Title	Clock Hours
HRO0188	Writer's Boot Camp in Flip Flops	8
HRO0200	Leaders Empowering Action Program (LEAP)	38
LGO0130	English IEP Program Instruction (33 Hours)	33
LUO0143	Making Healthy Choices	2
LUO0144	Maximize Your Social Security	2
LUO0145	Meditation for Beginners	8
LUO0146	Nuts and Bolts of Mutual Fund Investing	4.5
LUO0147	Unlock Your Mind	6
LUO0148	Zumba	6
LUO0149	Aim and Shoot: How to use a Digital Camera	6
LUO0150	Author Series	1
LUO0151	Embrace Your Shape and Dress it Best	1.5
LUO0152	Latin Beat/Latin Feet	6
LUO0153	Look Fabulous at Any Age	1.5
LUO0154	Learning Unlimited Semester Pass	100
LUO0155	I-Pad Basics for Beginners	2
LUO0156	Jewelry Making with Polymer Clay and Beads	4
LUO0157	Beginning Drawing	8
LUO0158	Beginning Painting	8
ORO0216	Waste Water Treatment Operation Level B License	140
POO0531	Physical Fitness Trainer	32
TIO0121	Welding – Pipe SMAW	100
TIO0122	Welding – Pipe GMAW and FCAW	120
TIO0123	Welding – Pipe GTAW Steel	80
TIO0124	Welding – Pipe GTAW Low Alloy and Stainless Steel	70
TIO0354	Mastercam Associates Certification Prep – Mill Design and Toolpaths	100
TIO0384	CAD Advanced Including Revit	30

Revised Avocational and CCE Courses	Title	Changes
AVO0896	Photoshop for Beginners	Change course title to <i>Photoshop for Beginners: Photo Restoration</i> ; Change clock hours from 10 to 6; Change special fee from \$48.90 to \$38.94; Revise course description.
HRO0106	Managing Teams	Reactivate course; Change special fee from \$33 to \$85
HRO0111	Goal Setting for Success	Reactivate course; Change special fee from \$19 to \$40
LUO0061	Yoga (16 Hours)	Change course title to <i>Yoga</i> ; Change clock hours from 16 to 6; Change special fee from \$83.84 to \$38.94.
LUO0064	Learn to Let Go of Your Clutter	Change clock hours from 12 to 6; Change special fee from

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		\$61.88 to \$38.94.
LUO0079	Trim n Tone	Change course title to <i>Trim and Tone</i> ; Change clock hours from 2 to 6; Change special fee from \$4 to \$38.94; Revise course description.
LUO0118	Ornamental Garden Design	Change clock hours from 8 to 4; Change special fee from \$58.92 to \$28.96.

Housekeeping

A curriculum change to Early Childhood AS from the October agenda were put on hold by Dr. Sass were approved and entered into the Catalog addendum. This change was related to policies affected by SB 1720. The change gives students the opportunity to take another math course under Required Courses other than MAT1033, which now has a lab MAT1033L attached to it. This action does not affect the General Education requirements for this AS degree since the program requires a General Education science rather than math.

Math course under Required Courses changed from:

MAT 1033 Intermediate Algebra**

TO

MTB 1103 Business Mathematics**

-or-

MAT 1033 Intermediate Algebra**

-or-

Any course from Mathematics – Area III

3

VPAA/Deans' Council Actions

Academic Deans' Council approved of the following:

Teacher Certification Program Admission Changes

Effective May 2014

Teacher Certification Program F225	Teacher Certification Program F225
Admission Requirements Candidates for the program must have 1) a non-education bachelor's degree from a regionally accredited college or university and 2) a minimum 2.5 grade point average and also a SOE (statement of eligibility) from DOE. Candidates must complete College and program applications and be interviewed by the program manager.	Admission Requirements Candidates for the program must have 1) a non-education bachelor's degree from a regionally accredited college or university and 2) a minimum 2.5 grade point average and also a SOE (statement of eligibility) from DOE 3.) Passing score on the GKT, General Knowledge Exam for (Reading, English, Essay & Math.) Candidates must complete College and program applications and be interviewed by the program manager.

Justification: Jennifer Germano obtained the Education Cluster approval to change the entrance requirements for the Institute of Teacher Education. She wants to add passing scores on the GKT, General Knowledge Test as part of the Admission Requirements.

The current entrance requirements are:

- GPA 2.5 or higher
- Valid SOE or Temporary Certificate
- Current Resume and Teaching Philosophy
- Application to college and TCP
- FEAPs self-survey

The program faculty and cluster propose the addition to these requirements of a passing score on the GKT, General Knowledge Exam for (Reading, English, Essay & Math.)

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III. Old Business

Discussion: NA

Data sources consulted: Curriculum Support Documents

Action:

IV. New Business

Credits/Clock Hours

A. Health

Ophthalmic Medical Technology AS

Revised Course

Effective August 2014

OPT2940	Ophthalmic Medical Practicum 1 (Change prereq from OPT2801L to OPT2800L)	4
OPT2941	Ophthalmic Medical Practicum 2 (Change prereq from OPT2801L to OPT2800L)	4

Justification: The course sequencing of this program requires that the prereq for the clinical courses be OPT2800L Vision Care Lab 1 rather than OPT2801L Vision Care Lab 2.

Discussion: Robert Van Der Velde explained that with the revisions made to this program last year, sequence in which the courses were taken was overlooked and warranted this change in the prerequisite course for the practical courses from Vision Care Lab 2 to Vision Care lab 1.

Data sources consulted: Curriculum Support Documents

Action: Motion to Approve-M. McGaughey; 2nd-S. Greenwell

APPROVED

B. Public Safety

Fire Science PSAV

Revised Program

Effective May 2014

Existing Fire Science PSAV Programs			Proposed Fire Science CCC Programs		
Fire Inspector 1 PSAV 5618			Fire Inspector 1 (0743020108) CCC 6623		
REQUIRED COURSES		CREDITS	REQUIRED COURSES		CREDITS
FFP 1505	Fire Prevention	3	FFP 1505	Fire Prevention	3
FFP 1540	Private Fire Protection Systems	3	FFP 1540	Private Fire Protection Systems	3
FFP 2120	Building Construction Fire Protection	3	FFP 2120	Building Construction Fire Protection	3
FFP 2510	Related Fire Codes and Standards	3	FFP 2510	Related Fire Codes and Standards	3
FFP 2521	Blueprint Reading and Plan Examination	3	FFP 2521	Blueprint Reading and Plan Examination	3
Total Program Credits		15	Total Program Credits		15
Fire Instructor PSAV 5616			Fire Instructor (0743020107) CCC 6621		
REQUIRED COURSES		CREDITS	REQUIRED COURSES		CREDITS
FFP 2740	Fire Service Course Delivery	3	FFP 2740	Fire Service Course Delivery	3
FFP 2741	Fire Service Course Design	3	FFP 2741	Fire Service Course Design	3
Total Program Credits		6	Total Program Credits		6

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Fire Investigator 1 PSAV 5619			Fire Investigator 1 (0743020105) CCC 6624		
REQUIRED COURSES		CREDITS	REQUIRED COURSES		CREDITS
FFP 1540	Private Fire Protection Systems	3	FFP 1540	Private Fire Protection Systems	3
FFP 2111	Fire Chemistry	3	FFP 2111	Fire Chemistry	3
FFP 2120	Building Construction Fire Protection	3	FFP 2120	Building Construction Fire Protection	3
FFP 2610	Fire Investigation: Origin and Cause	3	FFP 2610	Fire Investigation: Origin and Cause	3
Total Program Credits		12	Total Program Credits		12
Fire Officer 1 PSAV 5617			Fire Officer 1 (0743020109) CCC 6622		
REQUIRED COURSES		CREDITS	REQUIRED COURSES		CREDITS
FFP 1505	Fire Prevention	3	FFP 1505	Fire Prevention	3
FFP 1540	Private Fire Protection Systems	3	FFP 1540	Private Fire Protection Systems	3
FFP 1824	Basic Incident Management System I-200	1	FFP 1824	Basic Incident Management System I-200	1
FFP 1825	Intermediate Incident Management System I-300	1	FFP 1825	Intermediate Incident Management System I-300	1
FFP 1832	Emergency Response to Terrorism	1	FFP 1832	Emergency Response to Terrorism	1
FFP 2120	Building Construction Fire Protection	3	FFP 2120	Building Construction Fire Protection	3
FFP 2720	Company Officer and Leadership	3	FFP 2720	Company Officer and Leadership	3
FFP 2740	Fire Service Course Delivery	3	FFP 2740	Fire Service Course Delivery	3
FFP 2810	Firefighting Strategy and Tactics 1	3	FFP 2810	Firefighting Strategy and Tactics 1	3
FFP 2811	Firefighting Strategy and Tactics 2	3	FFP 2811	Firefighting Strategy and Tactics 2	3
Total Program Credits		24	Total Program Credits		24

Justification: Florida DOE Division of Career and Adult Education converted the curriculum frameworks level of instruction for Fire Inspector 1, Fire Instructor, Fire Investigator 1 and Fire Officer 1 from PSAV to Credit certificate level. No teach-out is required because the original PSAV programs were built with existing credit courses. The PSAV certificates will be inactivated at the end of Spring Term 20142.

Discussion: K. Gamble explained that this curriculum action was needed to upgrade the level of certificate offered at Palm Beach State to match what was now offered at the State level. When originally created, the State did not allow credit certificates in Fire Science-the competencies were leveled at PSAV. At that time Palm Beach State built the PSAV programs with the existing credit level courses addressing the competencies. But in 2012-2013, the State changed the level of the competencies. E. Mueller asked if students who completed the PSAV certificates that were built with credit courses would be able to come back to the College and be awarded the credit certificates as well. K. Gamble indicated that she would have to research the answer to this question. E. Mueller did say that this curriculum action did simplify the application process for the certificate students. Prior to this action students had to complete a PSAV application and a credit application to enroll in these certificates. Now they will only need to complete the credit application.

Data sources consulted: Curriculum Support Documents

Action: Motion to Approve-E. Mueller; 2nd-P. Holmes

APPROVED

C. Science and Environment

Landscape and Horticulture Management Programs

Revised Course

Effective August 2014

BOT1010	General Botany 1 (Remove corequisite of BOT1010L, revise description)	3
BOT1010L	General Botany 1 Lab (Remove corequisite of BOT1010, revise description)	1

Deleted Courses

Effective August 2014

ORH2220	Turfgrass Culture	3
ORH2516	Annuals	3
VEC1201	Vegetables	3

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Revised Programs

Effective August 2014

Current Landscape and Horticulture CCC-AS	Proposed Landscape and Horticulture CCC-AS																																																																		
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<p>HOS 1010 Introduction to Horticulture -or- ORH 2251 Florida Horticulture Professional Preparation 3 ORH 2510 Ornamental Plant Identification 1 -or- ORH 2511 Introduction to Plants of the South Florida Ecosystems 3 IPM 1301 Pesticides -or- PMA 2213 Plant Pest Management 3 Any course with the prefix BOT, GCO, IPM, LDE, ORH, -PMA, SOS not used for other requirements 3 PLS 2220 Plant Propagation 3 ORH 1016 Environmental Issues in Horticulture 3 ELECTIVES (6 CREDITS REQUIRED) Any courses with the prefix BOT, GCO, IPM, LDE, ORH, PMA, or SOS not used for other requirements 6 Total Program Credits 30</p>	<p>BSC 1005 Concepts of Biology 3 BSC 1010 Principles of Biology 1 3 LDE 2510 Computer-Aided Landscape Design 3 ORH 1005L Landscape Installation 3 ORH 1320 Introduction to Palms and Their Culture 3 ORH 1512 Plant Selection for Landscape Situations 3 ORH 1840 Landscape Construction 3 ORH 2241 Arboriculture 3 ORH 2251 Florida Horticulture Professional Preparation 3 ORH 2515 Plants of the South Florida Ecosystems-Grasses, Sedges, Rushes, and Grass-Like Native Plants 3 ORH 2521 Horticultural Taxonomy 3 ORH 2949C Horticulture Internship 3 Total Elective Course Credits 6 Total Program Credits 30 <i>** Completed courses can only be used to meet one program requirement</i></p>
<p>Landscape and Horticulture Management AS 2191 GENERAL EDUCATION REQUIREMENTS CREDITS ENC 1101 College Composition 1 3 BOT 1010 General Botany 3 BOT 1010L General Botany Lab 1 Any course from Mathematics - Area III 3 SPC 1017 Fundamentals of Speech Communication 3 Any course from Humanities - Area II 3 Any course from Social Science - Area V 3 Total Required General Education Credits 19 REQUIRED COURSES GCO 2230 Pumping and Irrigation Systems 3 IPM 1301 Pesticides -or- PMA 2213 Plant Pest Management 3 MAN 2021 Principles of Management -or- MNA 2345 Principles of Supervision -or- SBM 2000 Small Business Management 3 ORH 1005L Professional Landscape Installation and Maintenance 3 BOT 2000 Plant Physiology 3 ORH 2510 Ornamental Plant Identification 1 3 HOS 1010 Introduction to Horticulture -or- ORH 2251 Florida Horticulture Professional Preparation 3 LDE 2000 Introduction to Landscape Design 3 ORH 1016 Environmental Issues in Horticulture 3 PLS 2220 Plant Propagation 3 SWS 1102 Soils and Fertilizers 3 Total Required Courses Credits 33 ELECTIVES (12 CREDITS REQUIRED)* APA 1111 Bookkeeping 1 3 BSC 1010 Principles of Biology 1 3 BSC 1050 Environmental Conservation 3 BUL 2241 Business Law I 3 CGS 1100 Microcomputer Applications 3 CHM 1032 Principles of Chemistry 3 CHM 1045 General Chemistry I 3 IPM 1301 Pesticides 3 MAN 2021 Principles of Management 3 MNA 2345 Principles of Supervision 3</p>	<p>Landscape and Horticulture Management AS 2191 GENERAL EDUCATION REQUIREMENTS CREDITS ENC 1101 College Composition 1 3 BOT 1010 General Botany 3 BOT 1010L General Botany Lab 1 Any course from Mathematics - Area III 3 SPC 1017 Fundamentals of Speech Communication 3 Any course from Humanities - Area II 3 Any course from Social Science - Area V 3 Total Required General Education Credits 19 REQUIRED COURSES GCO 2230 Pumping and Irrigation Systems 3 BOT 2000 Plant Physiology 3 HOS 1010 Introduction to Horticulture 3 LDE 2000 Introduction to Landscape Design 3 MAN 2021 Principles of Management -or- MNA 2345 Principles of Supervision -or- ENT 1000 Fundamentals of Entrepreneurship 3 ORH 1016 Environmental Issues in Horticulture 3 ORH 2510 Ornamental Plant Identification 1 3 ORH 2511 Introduction to Plants of South Florida Ecosystems 3 PLS 2220 Plant Propagation 3 PMA 2213 Plant Pest Management 3 SWS 1102 Soils and Fertilizers 3 Total Required Courses Credits 33 ELECTIVES (12 CREDITS REQUIRED)* BSC 1005 Concepts of Biology 3 BSC 1010 Principles of Biology 1 3 LDE 2510 Computer-Aided Landscape Design 3 ORH 1005L Landscape Installation 3 ORH 1320 Introduction to Palms and Their Culture 3 ORH 1512 Plant Selection for Landscape Situations 3 ORH 1840 Landscape Construction 3 ORH 2241 Arboriculture 3 ORH 2251 Florida Horticulture Professional Preparation 3 ORH 2515 Plants of the South Florida Ecosystems-Grasses, Sedges, Rushes, and Grass-Like Native Plants 3 ORH 2521 Horticultural Taxonomy 3 ORH 2949C Horticulture Internship 3</p>

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ORH 1320	Introduction to Palms and Their Culture	3	Total Electives Credits	12
ORH 1840	Landscape Construction	3	Total Program Credits	64
ORH 2220	Turfgrass Culture	3	<i>* Completed courses can only be used to meet one program requirement</i>	
ORH 2241	Arboriculture	3		
ORH 2511	Introduction to Plants of South Florida Ecosystems	3		
ORH 2515	Plants of the South Florida Ecosystems-Grasses, Sedges, Rushes, and Grass-Like Native Plants	3		
ORH 2521	Horticultural Taxonomy	3		
LDE 2403	Landscape Design 2	3		
LDE 2510	Computer-Aided Landscape Design	3		
ORH 1230	Landscape Management	3		
ORH1230L	Landscape Management Lab	1		
PMA 2213	Plant Pest Management	3		
SBM 2000	Small Business Management	3		
ORH 1512	Plant Selection for Landscape Situations	3		
ORH 2516	Annuals, Bedding Plants, Groundcovers, and Small Perennials	3		
ORH 1000	Business Practices, Regulations, Licenses, and Concerns Unique to the Landscape Industry	1		
VEC 1201	Vegetable Growing and Edible Landscaping	3		
Total Electives Credits		12		
Total Program Credits		64		
<i>* Completed courses can only be used to meet one program requirement.</i>				

Justification: The Biology Cluster approved the following changes to the Landscape Horticulture Management programs in order to streamline the offerings

1. Deletion of obsolete horticulture courses (>5 years, not offered, etc.)
2. Remove either/or choices from CCC and AS requirements (except select one business class)
3. Reduce list of approved electives
4. Adjust CCC requirements to omit classes not offered frequently
5. Make BOT1010L and BOT1010 lecture no longer co-requisites (Since many students take the lecture course as an online course, there are many who cannot complete the co-requisite course at the same time. The Landscape program is the main generator of enrollment for this course and the cluster agreed that this change would not affect the student success in this course.)

Discussion: R. Van der Velde addressed this curriculum action on behalf of Department Chair George Rogers who was in class. The Landscape and Horticulture Management CCCs and AS degrees were taken through the program review process and streamlined to narrow the program to more reasonable completion options, remove infrequently used elective courses and incorporate recommendations from the business partnership course. One suggestion was to incorporate an entrepreneurship course since many who complete this program start their own businesses. Splitting the BOT 1010 lecture and lab so they are no longer corequisites would make program completion easier for students who take the course online since an online lab is not available.

Data sources consulted: Curriculum Support Documents

Action: Motion to Approve-E. Mueller; 2nd-V. Slesinger

APPROVED

D. Motion to Dismiss

Discussion: NA

Action: Motion to Approve-D. Singer; 2nd-J. Maxwell

APPROVED

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.

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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)

Location Attendance

Location	Committee	Presenters	Faculty	Staff	Administrators
BG	1				
BR					
LW	11			1	
PBG	2				

Attendance	Faculty and Instructors
X	Garfield Basant, Math-1st Year LW
X	Sabrina Greenwell, Education-2nd Year LW
X	Peggy Holmes-De Graw, Nursing 2nd Year LW
X	Kristin Hopkins, Art-Graphic Design-1st Year LW
	Jihan Mahmoud, BSN-1st Year District
X	Judy Maxwell, Aeronautical Science-2nd Year LW
X	Marilee McGaughey, Dental Hygiene-2nd Year LW
X	Mary Pernal, English-Literature-1st Year PBG
X	Mike Sfiropoulos, English for Academic Purposes-3rd Year LW, CHAIR
X	Doreen Singer, Surgical Technology PSAV-1st Year LW
X	Victor Slesinger, Foreign Languages-1st Year LW
X	Vetaley Stashenko, Natural Sciences-1st Year BG
	Administrative Members
	Michael Foster, Academic Dean-2nd Year, BR
	Sheri Goldstein, Assistant Dean Student Services-2nd Year BG
	District Financial Aid Director
X	Edward Mueller, District Registrar
X	Robert Van Der Velde, Associate Academic Dean-2nd Year PBG
X	Kathy Gamble, Academic Services (Non-voting)
	Ginger Pedersen, Dean- Academic Services (Non-voting)

Presenters: R. Van Der Velde; K. Gamble

Guests: G. Spain

Degree Type	Program Action			Course Action		
	New	Rev	Delete	New	Rev	Delete
BAS/BS						
AA						
AS		2			4	3
ATC						
ATD						
CCC	4	3				
College Prep						
PSAV			4			
TOTAL	4	5	4		4	3