

Minutes 12/8 to 12/12/2008
Palm Beach Community College
Curriculum Committee
Emergency E-mail Vote

According to Curriculum Committee policy (1/24/02), the committee has five (5) working days to respond to this email vote with a response. The actions will pass or fail based on the number of votes collected by this time. These documents were reviewed and the vote is the result of responses made by **5 p.m. December 12, 2008.**

FA -Possible Financial Aid Action Warranted

I. New Business

A. BAS Courses

New Course

Effective August 2009

Health

Course Number	Course Title	Credits
HSA 3110	Healthcare Organization & Management	3
HSA 4421	Legal Aspects & Legislation in Healthcare	3
HSA 4500	Epidemiology	3
HSA 3160	Health Care Marketing	3
HSA 4109	Principles of Managed Care	3
HSA 4553	Ethics in Health Care	3
HSA 4900	Capstone Experience: Health Administration	3

Public Safety

Course Number	Course Title	Credits
DSC 3079	Foundations of Public Safety	3
DSC 4030	Security & Emergency Communications	3
PAD 4393	Critical Incident Management	3
PAD 4426	Public Sector Labor Relations	3
PAD 4442	Public Safety Community Relations	3
PAD 4604	Regulatory Policy Admin Law for Public Sector	3
DSC 4900	Capstone Experience: Public Safety Administration	3

Justification: These courses are an integral component of the BAS Supervision and Management Degree and are documented in the BAS Program Proposal. They are identified as Upper Division Concentration Area Courses consistent with State Course Numbering and articulation requirements.

Discussion: none

Data sources consulted: Curriculum Support Documents

Action: Approved (13)

B. Business Administration and Office Management

Accounting AS

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Revised Course

Effective August 2009

APA 2172 Computerized Bookkeeping (Change from 4 to 3 credits, change description and course content)

4 credits

Program Revision

Current Accounting Technology AAS A042 / AS 2050			Proposed Accounting Technology AAS A042 / AS 2050		
GENERAL EDUCATION REQUIREMENTS			GENERAL EDUCATION REQUIREMENTS		
	CREDITS			CREDITS	
ENC 1101	College Composition 1 (A.S. students)	3	ENC 1101	College Composition 1 (A.S. students)	3
ENC 1210	Technical Communications (A.A.S. students)	(3)	ENC 1210	Technical Communications (A.A.S. students)	(3)
HSC 2100	Health Concepts & Strategies	3	HSC 2100	Health Concepts & Strategies	3
MGF 1106	Liberal Arts Mathematics (or higher level Math) (A.S. students)*3		MGF 1106	Liberal Arts Mathematics (or higher level Math) (A.S. students)*3	
MTB 1103	Business Mathematics (A.A.S. students)	(3)	MTB 1103	Business Mathematics (A.A.S. students)	(3)
SPC 1016	Fundamentals of Speech Communication	3	SPC 1016	Fundamentals of Speech Communication	3
	Any course from Humanities - Area II	3		Any course from Humanities - Area II	3
	Any course from Social Science - Area V	3		Any course from Social Science - Area V	3
	Total Required General Education Credits	18		Total Required General Education Credits	18
REQUIRED COURSES			REQUIRED COURSES		
ACG 2022	Financial Accounting	4	ACG 2022	Financial Accounting	4
ACG 2071	Managerial Accounting	3	ACG 2071	Managerial Accounting	3
ACG 2100	Intermediate Accounting	3	ACG 2100	Intermediate Accounting	3
ACG 2360	Cost Accounting	3	ACG 2360	Cost Accounting	3
ACG 2450	Microcomputer Operations - Accounting	3	ACG 2450	Microcomputer Operations - Accounting	3
CGS 1513	Electronic Spreadsheets	3	CGS 1513	Electronic Spreadsheets	3
APA 1111	Bookkeeping	3	APA 1111	Bookkeeping	3
APA 2172	Computerized Bookkeeping	4	APA 2172	Computerized Bookkeeping	3
BUL 2241	Business Law 1		BUL 2241	Business Law 1	
	- or -			- or -	
GEB 1011	Introduction to Business		GEB 1011	Introduction to Business	
	- or -			- or -	
MAN 2021	Principles of Management	3	MAN 2021	Principles of Management	3
CGS 1100	Microcomputer Applications	3	CGS 1100	Microcomputer Applications	3
MNA 2100	Human Relations in Business	3	MNA 2100	Human Relations in Business	3
OST 2335	Business Communications	3	OST 2335	Business Communications	3
TAX 2000	Federal Income Tax 1	3	TAX 2000	Federal Income Tax 1	3
TAX 2010	Federal Income Tax 2	3	TAX 2010	Federal Income Tax 2	3
	Total Required Course Credits	44		Total Required Course Credits	44
ELECTIVES			ELECTIVES		
	Business Electives**	2		Business Electives**	3
	Total Program Credits	64		Total Program Credits	64
* Students who complete the Accounting Technology College Credit Certificate (C.C.C.) can articulate that certificate into the Associate in Applied Science (A.A.S.). Those planning to complete the Associate in Science (A.S.) will also need to take MGF 1106.			* Students who complete the Accounting Technology College Credit Certificate (C.C.C.) can articulate that certificate into the Associate in Applied Science (A.A.S.). Those planning to complete the Associate in Science (A.S.) will also need to take MGF 1106.		
**Business Electives: Select from courses with the prefixes BUL, CGS, ECO, ECS, GEB, MAN, MAR, MKA, MNA, OST, PLA, SBM, or TAX.			**Business Electives: Select from courses with the prefixes BUL, CGS, ECO, ECS, GEB, MAN, MAR, MKA, MNA, OST, PLA, SBM, or TAX.		

Justification: APA 2172's number of credits are being changed from 4 credits to 3 credits. This was approved by the cluster (see attached minutes) and discussed in the Business Partnership Council meeting (see minutes). This change is due to the fact that APA 2172 is currently a 4 credit class because it includes a module on Microsoft Excel. Last year the program curriculum was changed to include CGS 1513 (a 3 credit class which covers Microsoft Excel). The cluster decided it was no longer necessary to include Microsoft Excel in APA 2172 therefore the course no longer needed to be a 4 credit class.

Discussion: None

Data sources consulted: Curriculum Support Documents

Action: Approved (13)

C. Public Safety

Auxiliary Law Enforcement Officer

<u>Deleted Courses</u> (no longer attached to any program)	Effective May 2009	
CJD 0100 Introduction to Auxiliary Law Enforcement Officer		63 contact hours
CJK 0133 Auxiliary Law Enforcement Exam Review		24 contact hours

<u>Deleted Program</u>	Effective May 2009
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Auxiliary Law Enforcement Officer PSAV 5602

REQUIRED COURSES	CONTACT HOURS
CJD 0100 Introduction to Auxiliary Law Enforcement Officer	63
CJK 0031 CMS First Aide For Criminal Justice Officers	40
CJK 0422 Dart Firing Stun Gun	8
CJK 0040 Criminal Justice Firearms	80
CJK 0051 Criminal Justice Defensive Tactics	80
CJK 0020 CMS Law Enforcement Vehicle Operations	48
CJK 0133 Auxiliary Law Enforcement Exam Review	24
Total Program Hours	343

Justification: This program and these courses have not had enrollment since they were created and there is no demand the program, so the Dean of Curriculum Assessment and Research and the Acting CJ Academy Program director asked that the program and courses be deleted from PBCC course offerings.

Discussion: None

Data sources consulted: Curriculum Support Documents

Action: Approved (13)

D. Trade & Industrial

Electrical Power Technology AS

<u>New Course</u>	Effective May 2009	
CET 2123C Microprocessors 1		3 credits
CET 2131C Microprocessors 2		3 credits
EST 2700 Fluid and Pneumatic Controls		3 credits
EST 2530 Process Control Technology		3 credits
EET 2930 Special Topics in Electrical Engineering		3 credits
EST 2520 Process Measurement Fundamentals		3 credits
ETI 2941 EPT Internship (6 credits)		6 credits
ETI 294X EPT Internship (3 credits)		3 credits

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Revised Program

Effective August 2009

CURRENT ELECTRICAL POWER TECHNOLOGY AS 2270	PROPOSED ELECTRICAL POWER TECHNOLOGY AS 2270
<p>GENERAL EDUCATION REQUIREMENTS CREDITS</p> <p>ENC 1101 College Composition 1 3 MAC 1105 College Algebra 3 SPC 1016 Fundamentals of Speech Communication 3 PSY 2012 General Psychology 3 PHY 1001 Applied Physics - or - PHY 1020 Principles of Physics 3 Total Required General Education Credits 15</p> <p>CORE PROGRAM REQUIREMENTS</p> <p>EET 1015 DC Circuits 3 EET 1025 AC Circuits 4 EET 2203 Fluid/Pneumatic 3 ENC 1210 Technical Communications 3 EST 1572 Power Plant Fundamentals (non-nuclear) 3 ETI 1701 Industrial Safety 3 ETI 1870 Power Plant Systems (non nuclear) 3 ETI 1580 Power Plant Science (non-nuclear) 3 ETI 1802 Industrial Tools and Equipment 3 EST 1520 Process Measurement 3 ETI 2941 Internship 2 Total Required Core Program Credits 33</p> <p>SELECT ONE TRACK TO COMPLETE AS DEGREE:</p> <p>Instrumentation and Control Track 20 EET 2121C Electronics 1 4 EET 2122C Electronics 2 4 EST 2542 Programming Logic Controllers 1 3 EST 2544 Programming Logic Controllers 2 3 EST 2530 Procedural Control Technology 3 EET 2114 Circuit Analysis 3 Total Instrumentation and Control Track 20</p> <p>- or -</p> <p>Electrical Maintenance Track EET 2121C Electronics 1 4 EET 2114 Circuit Analysis 3 EET 2515 Motor/Generators 3</p>	<p>GENERAL EDUCATION</p> <p>ENC 1101 College Composition 3 credits MAC 1105 College Algebra 3 credits SPC 1016 Fundamentals of Speech Communications 3 credits PSY 2012 General Psychology 3 credits PHY 1001 Applied Physics or PHY 1020 Principles of Physics 3 credits TOTAL GEN ED CREDITS 15 credits</p> <p>COMMON CORE REQUIREMENTS:</p> <p>EET 1015C DC Circuits 4 credits EET 1025C AC Circuits 4 credits ENC 1210 Technical Communications 3 credits EST 1572 Power Plant Fundamentals 3 credits ETI 1701 Industrial Safety 3 credits CGS 1100 Microcomputer Applications 3 credits ETI 1580 Power Plant Science 3 credits ETI 1000 Industrial Tools and Equipment 3 credits EET 1215 Introduction to Electronics 3 credits Elective(s) 6 credits TOTAL COMMON PROGRAM CREDITS 35 credits</p> <p>ELECTIVES:</p> <p>ETI 2941 EPT Internship (6 credits) 6 credits ETI 294X EPT Internship (3 credits) 3 credits XXX XXXX Introduction to Bio-fuels 3 credits XXX XXXX Introduction to Wind 3 credits XXX XXXX Introduction to Hydro 3 credits XXX XXXX Introduction to Solar 3 credits</p> <p>SELECT ONE TRACK TO COMPLETE AS DEGREE:</p> <p>Instrumentation and Control Track - Specialized Courses: CET 2123C Microprocessors 1 3 credits CET 2131C Microprocessors 2 3 credits EST 2700 Fluid and Pneumatic Controls 3 credits EST 2530 Process Control Technology 3 credits EET 2930 Special Topics in Electrical Engineering 3 credits</p>
<p>EET 2543 Electrical Transmission and Distribution 3 EET 2547 Transformers and Power Distribution - 3 3 EET XXXX Electrical Codes, Drawings, Nomenclature & Regulations 4 Total Electrical Maintenance Track-or-</p> <p>Mechanical Maintenance Track</p> <p>ETI 1804 Rigging and Lifting 2 EET 1315 Pneumatic/Hydraulic Procedures 3 ETI 1408 Weld/Solder/Brazing Processes 3 ETM 2201 Thermodynamics 3 ETI 2575 Industrial Machining 3 ETI 2452 Preventative Maintenance 3 ETI 2425 Metallurgical Properties and Dynamics 3 Total Mechanical Maintenance Track 20 TOTAL PROGRAM CREDITS 68</p>	<p>EST 2520 Process Measurement Fundamentals 3 credits TOTAL INST CONT TRACK CREDITS 18 credits TOTAL CREDITS 68</p> <p>Mechanical and Electrical Maintenance Tracks to be developed later.</p> <p>Additions/changes to program list December 2008 CC Under Development</p>

Justification: Sam Freas – this course development and program revision is further action as directed by the Memorandum of Understanding signed by Dr. Gallon and FPL in February 2008 between Florida

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Power & Light Company and Palm Beach Community College on a professional training pipeline in which candidates will be trained at PBCC for opportunities at FPL as professional craft workers.

Discussion: None

Data sources consulted: Curriculum Support Documents

Action: Approved (13)

The Curriculum agendas and documentation are at <=
<http://intranet.pbcc.edu/AcadServ/CurriculumMaterials.asp>> and Curriculum Minutes
<<http://www.pbcc.edu/x7024.xml>> are posted online.

Vote Record				
A	B	C	D	Faculty
X	X	X	X	Buddy Herrington, Nursing, 1 st Year LW
X	X	X	X	Shelley Hedstrom, EAP-Second Year LW
X	X	X	X	Grace Kolbe, Early Learning Professional Dev Project Director, Second Year LW
				Emma Chow, Chemistry, First Year, LW
X	X	X	X	Robin D'agati, Accounting, First Year, LW
X	X	X	X	Sophia Munro, Health, Second Year LW
				Janette Campbell, Mathematics, First Year-LW
X	X	X	X	Rose Ann Roche, Practical Nursing, Third Year, Chair LW
X	X	X	X	Ellesia Blaque, Literature, First Year-PBG
				Trineshia Sellers, Chemistry, Second Year LW
X	X	X	X	Debra Trigoboff, Health, Second Year, BR
				Standing Members
X	X	X	X	Beverly Robinson, Provost, Second Year BG
X	X	X	X	Robert Gingras, Associate Dean- Academic Affairs, First Year PBG
X	X	X	X	Susan Bierster, Associate Dean-Academic Affairs , Second Year LW
X	X	X	X	Barry Moore, Dean-Educational Services, First Year, BG
X	X	X	X	Edward Mueller, District Registrar
				Kathy Gamble, Academic Services (Non-voting)
				Ginger Pedersen, Dean- Academic Services (Non-voting)

Degree Type	Program Action			Course Action		
	New	Rev	Delete	New	Rev	Delete
BAS				14		
AA						
AAS						
AS		2		8	1	
ATC						
ATD						
CCC						
College Prep						
PSAV			1			2
TOTAL		2	1	22	1	2

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Curriculum Committee Responses

-----Original Message-----

From: Roche, Rose
Sent: Monday, December 08, 2008 9:26 AM
To: Gamble, Kathleen
Subject: Approve: Emergency Online Curriculum Committee Vote December 2008

-----Original Message-----

From: D'agati, Robin
Sent: Monday, December 08, 2008 9:39 AM
To: Gamble, Kathleen
Subject: Approve: Emergency Online Curriculum Committee Vote December 2008

From: Mueller, Edward
Sent: Monday, December 08, 2008 9:43 AM
To: Gamble, Kathleen
Subject: RE: Emergency Online Curriculum Committee Vote December 2008

Approved all 4.

Edward Mueller
College Registrar
Palm Beach Community College
(561) 868-3032

-----Original Message-----

From: Moore, Barry
Sent: Monday, December 08, 2008 9:04 PM
To: Gamble, Kathleen
Subject: Approve: Emergency Online Curriculum Committee Vote December 2008

-----Original Message-----

From: Robinson, Beverly
Sent: Tuesday, December 09, 2008 9:43 AM
To: Gamble, Kathleen
Subject: Approve: Emergency Online Curriculum Committee Vote December 2008

-----Original Message-----

From: Gingras, Robert
Sent: Tuesday, December 09, 2008 10:01 AM
To: Gamble, Kathleen
Subject: Approve: Emergency Online Curriculum Committee Vote December 2008

-----Original Message-----

From: Bierster, Susan
Sent: Tuesday, December 09, 2008 2:31 PM
To: Gamble, Kathleen
Subject: Approve: Emergency Online Curriculum Committee Vote December 2008

-----Original Message-----

From: Kolbe, Grace
Sent: Tuesday, December 09, 2008 3:01 PM
To: Gamble, Kathleen
Subject: Approve: Emergency Online Curriculum Committee Vote December 2008

-----Original Message-----

From: Herrington, Buddy
Sent: Wednesday, December 10, 2008 8:29 AM
To: Gamble, Kathleen
Subject: Approve: Emergency Online Curriculum Committee Vote December 2008

-----Original Message-----

From: Trigoboff, Debra
Sent: Wednesday, December 10, 2008 9:59 AM
To: Gamble, Kathleen
Subject: Approve: Emergency Online Curriculum Committee Vote December 2008

-----Original Message-----

From: Hedstrom, Shelly
Sent: Wednesday, December 10, 2008 12:14 PM
To: Gamble, Kathleen
Subject: Approve: Emergency Online Curriculum Committee Vote December 2008

From: Blaque, Ellesia
Sent: Thursday, December 11, 2008 12:59 PM
To: Gamble, Kathleen
Cc: Blaque, Ellesia
Subject: RE: Emergency Online Curriculum Committee Vote December 2008

Hello Mrs. Gamble:

I have read the documents and vote "Yes" to each. Please let me know if there is more I should do. Thank you.

Ellesia A. Blaque, M.A., A.B.D.
Africana Literatures
561-207-5086

-----Original Message-----

From: Munro, Sophia
Sent: Friday, December 12, 2008 11:13 AM
To: Gamble, Kathleen
Subject: Approve: Emergency Online Curriculum Committee Vote December 2008