

Palm Beach State College  
Curriculum Committee FYI Agenda  
September 23, 2010

**FA** - Possible Financial Aid Action Warranted

CCE Courses (April 19-September 15, 2010)

<b>New Avocational and CCE Courses</b>	<b>Title</b>	<b>Clock Hours</b>
BEO0363	Using Facebook as a Business Tool	8
BMO0001	Bones, Stones and Human Evolution	6
BMO0002	Underwater Archeology: Pirates and Buried Treasure!	6
BMO0003	Meditation Awareness	6
BMO0004	Great Greek Philosophers	6
BMO0005	Capitalism: Moral, Political and Cultural Ramifications	6
BMO0006	Today's Economic Issues	6
BMO0007	Write Your Life Story	6
BMO0008	Pirates' Treasure: Underwater Archaeology	6
BMO0009	The Great American Novel	6
BMO0010	Tips from Tibetan Buddhism	6
BMO0011	The Clay House	8
BMO0012	Clay Hand Building	8
CBO0039	What Does It Take: The Gut Check	6
CBO0040	Living Green from the Inside Out	6
CBO0041	Boomerpreneurs Workshop	2
CBO0042	How to be a Media Magnet	6
CWO0112	MS Access	24
EMO0050	Pre-Hospital Trauma Life Support Provider	16
EMO0209	Advanced/Difficult Airway Management	3
FFO0457	Standpipe Operations	7
FFO0486	Art of Surveillance	16
FFO0736	Strategic & Tactical Decision Making for the Company Officer	40
FFO0737	Size Up and Reading Smoke	6
HEO0159	Successful Communications for the Early Childhood Educator	16
LUO0133	Present Yourself with Impact	2
LUO0134	Container Gardening: Gardening in a Pot	6
LUO0135	Organic Gardening Made Easy	6
LUO0136	The Center for Lifetime Learning Annual	36
LUO0137	The Center for Lifetime Learning Spring	36
LUO0138	The Center for Lifetime Learning Fall	36
MTO0151	Spa Professional: Wet Room Treatments	14
MTO0152	Acu-Zone Therapy: Asian Cupping & Guasha Stone Massage	8
MTO0153	Shiatsu Flow: Harmonizing the Elements for a Healthy Back	8
NSO0231	Critical Care Nursing	120
NSO0265	Home Health Specialization for Professional Nurses	30
POO0353	Firearms Qualifications	8
POO0486	Art of Surveillance	16
TIO0487	Manufacturing Supervisory Skills Training	8
TIO0651	Industrial Helper – Electrician NCCER	250
TIO0652	Industrial Helper – Pipefitter NCCER	250
TIO0653	Industrial Helper – Welding NCCER	250
TIO0654	Your Role in the Green Environment	15
TIO0870	Advanced Mitigation Guidelines for Single Family Residential Structures	2
TIO0871	Building Code Administrator Inspector Board & Construction Licensing Board Laws & Rules	2
TIO0872	Ethics In Construction	1
TIO0873	The Florida Accessibility Code & Fair Housing Guidelines	2
TIO0874	Interpreting the Florida Existing Building Code	3
TIO0878	Workplace Safety	1
TIO0879	Workers Compensation	1

Palm Beach State College  
Curriculum Committee FYI Agenda  
September 23, 2010

New Avocational and CCE Courses		Title	Clock Hours
TIO0880	Residential Building Planning		2
YCO0122	My Papa's Storytelling Quilt		12
YCO0123	See the Light with Photojournalism		12
YCO0124	Hassle Free Pastel Painting		12
YCO0125	Anime Wizards		12
YCO0126	Current Events in Print		12
YCO0127	Guided Reading for 3 <sup>rd</sup> & 4 <sup>th</sup> Grade		12
YCO0128	The Solar System		12
YCO0129	Van Gogh and Friends		12
YCO0130	Ugly Doll Making		12
YCO0131	Groovy Greeting Cards		12
YCO0132	Improv Unscripted		12

Revised Avocational and CCE Courses		Changes
AVO0369	FCAT Math for You!	Change course title to <i>FCAT Life Savers Math</i> ; Update course description.
AVO0513	Writer's Notebook	Update course description.
AVO0545	Storytelling	Change course title to <i>Story Telling &amp; Poetry</i> ; Update course description.
BEO0285	Success with Chinese for Beginners - 1	Change course title to <i>Chinese In Action – Level 1</i> ; Update course description.
BEO0287	Success with Chinese for Beginners - 2	Change course title to <i>Chinese In Action – Level 2</i> ; Update course description.
BEO0329	English for Nurses and Other Health Care Workers	Change course title to <i>English for Nurses and Health Care Professionals</i> ; Change clock hours from 40 to 39; Updated course description.
CWO0192	Digital Photography	Update course description.
EMO0048	PHTLS Recert	Change course title to <i>Pre-Hospital Trauma Life Support Renewal</i> ; Updated course description; Add \$40 special fee.
FFO0189	Quint Training	Change course title to <i>Quint Training – 37.5 Hour</i> ; Change clock hours from 35 to 37.5.
FFO0211	Confined Space Technician	Change course title to <i>Confined Space Technician – FLUSAR</i> ; Change special fee from \$244.20 to \$245 (excludes \$6.83 medical accident insurance fee).
FFO0916	Rope Rescue Operations Level	Change course title to <i>Rope Rescue Operations Level – FLUSAR</i> ; Change special fee from \$244.20 to \$245 (excludes \$6.83 medical accident insurance fee).
HUS0036	Substance Addictions	Change course title to <i>Substituting Addictions</i> ; Updated course description.
MTO0152	Acu-Zone Therapy: Asian Cupping & Guasha Stone Massage	Change course title to <i>Asian Cupping &amp; Guasha Stone Massage</i> .
MTO0153	Shiatsu Flow: Harmonizing the elements for a Healthy Back	Change course title to <i>Introduction to Shiatsu Flow: Harmonizing the Elements for a Healthy Back</i> .
REO0805	Condominium Meetings and Procedures	Change clock hours from 4 to 3.
REO0807	Condominium Elections	Change clock hours from 4 to 3.
REO0808	Serving on the Board of Directors	Change clock hours from 4 to 3.
REO0809	Basic Condominium Finances	Change clock hours from 4 to 3.
REO0810	Condominium Rules and Regulations	Change clock hours from 4 to 3.
TIO0650	Construction Craft Skills Intro	Change course title to <i>NCCER Core Craft Support</i> ; Removed \$15 special fee; Updated course description.

Per CCE, the following course was inactivated (end termed Spring 2010-2)

Palm Beach State College  
Curriculum Committee FYI Agenda  
September 23, 2010

**Inactivated Courses**

CWO0111 Access Introduction

**Clock hours**

24

Five Year Rule Courses

In a required action for the state, any courses at Palm Beach State College that have not been offered in five years to the Curriculum Committee must be deleted from the college catalog (BOT Policy # 6Hx-18-2.08). The following courses have been removed from the PBCC course offerings.

Credit Courses		
Course ID	Course Title	Credit Hours
DEH2807L -	Dental Hygiene V: Clinical Skills Update (AS)	2
HLP1083	Essentials of Wellness 1 (AA)	1
HLP1087	Essentials of Wellness 2 (AA)	1
HLP1088	Essentials of Wellness 3 (AA)	1
HUN1501	Community Nutrition (AA)	3
NUR 2297	Clinical Integration of Basic Electrocardiography For Nurses (ATC)	3

Avocational and CCE Courses		
Course ID	Course Title	Clock Hours
AAO0097	Registration Test Class	36
ATO0100	TABE Remediation	32
AVO0288	The 12:00 News	12
AVO0295	Reiki Level I for Kids	12
AVO0299	Exploring ESP	12
AVO0300	Skills Assessment for Surgical Technology Program	40
AVO0304	How to Succeed in Life Without Really Trying	12
AVO0359	Shake Rattle and Roll	12
AVO0374	Game Set Match - Intermediate	12
AVO0460	American Civil War	7.5
AVO0481	Sharks - Facts and Fiction	12
AVO0483	Prowling Panthers (and other BIG Cats)	12
AVO0486	Crocs and Gators	12
AVO0488	Journey to Mars	12
AVO0489	You Are What You Eat	12
AVO0491	Some Like it COLD! Antarctica	12
AVO0492	Terrible Tsunamis!	12
AVO0493	Look to the Future - Explore Your Career Options	12
AVO0494	Santa's Workshop	12
AVO0499	2-Step Dance	12
AVO0501	Video/Computer Editing for the Beginner	12
AVO0502	Digital Storytelling	12
AVO0508	Find Your Zone - How To Focus for Better Performance	12
AVO0518	Israeli Folk Dancing	12
AVO0523	Children of the World	12
AVO0528	Review Your Math	12
AVO0531	Keeping a Nature Journal	12
AVO0533	Design Your Own Coat of Arms	12
AVO0534	Cheer/Stunt	12
AVO0535	Heart of the Matter	12
AVO0537	Green Thumb Growin'	12
AVO0539	Team Building Arts & Crafts	12
AVO0542	Schoolyard Ecology	12
AVO0543	Morning Math Fun	12
AVO0551	Chess Nuts 7.5	7.5
AVO0571	A Guide to Art from Rome to the 20 Century (10 Hours)	10

Palm Beach State College  
Curriculum Committee FYI Agenda  
September 23, 2010

Avocational and CCE Courses		
Course ID	Course Title	Clock Hours
BEO0104	Business Writing Workshop	6
BEO0136	SMART Project Management	4
BEO0147	Feng Shui for the Workplace	12
BEO0149	True Colors Profile	8
BEO0156	The Practical Coach	4
BEO0194	Library Command Spanish	16
BEO0197	Command Spanish for Hotel Staff (20)	20
BEO0217	Developing Positive Assertiveness	4
BEO0220	Creativity in Business	4
BEO0221	Dealing with Diversity at Work	4
BEO0224	Leadership For Women	4
BEO0225	Leadership Vs. Management	4
BEO0226	Linking Customer Service and Technology	4
BEO0227	Chief Cook and Bottlewash: Running and Operating Your Small Business	8
BEO0228	Occupational Spanish for Bank Personnel	16
BEO0229	Occupational Spanish for Restaurant Staff	16
BEO0230	Occupational Spanish for Retail Sales	16
BEO0233	Successful Negotiation Tactics	4
BEO0234	Supervising for Success	4
BEO0236	Surviving Information Overload	4
BEO0238	Face to Face Communication	4
BEO0240	Increasing Employee Productivity	4
BEO0241	Calming Upset Customers	
BEO0243	Building and Closing the Sale	6
BEO0244	Men and Women: Partners at Work	4
BEO0245	Thinking On Your Feet	4
BEO0247	Working Smarter from Home	8
BEO0248	Avoiding Mistakes in Your Small Business	8
BEO0250	Dealing Effectively with the Media	4
BEO0251	Balancing Home and Career	4
BEO0252	Rousing Creativity	4
BEO0253	Creative Decision Making	4
BEO0254	Risk Taking	4
BEO0255	Influencing Others	4
BEO0258	Twenty Ways to Improve Customer Service	4
BEO0260	Improving Your Company Image	4
BEO0261	Direct Marketing Techniques	4
BEO0262	Networking for Success	4
BEO0269	Managing Change at Work	2
BEO0270	Customer Service for Jupiter Beach Resort	4
BEO0271	JTJB Chamber of Commerce's Business Institute Program on Marketing	12
CSO0100	Human Relations I	10
CSO0110	Conflict Resolution I	10
CWO0109	PhotoShop for the Web	24
CWO0125	Power Point	12
CWO0138	Fireworks Web Graphics	24
CWO0188	Pivot Tables in Excel	2
EDO0015	Algebra 1 Seminar	32
EMO0127	Heartsaver AED	4
	(Originally created for Palm Beach State Employees)	
FFO0236	SCBA/IMS Training	5
FFO0249	Hazardous Materials Refresher	4
FFO0412	CPAT Preparation	4
FFO0550	Officer Candidate School	80

Palm Beach State College  
Curriculum Committee FYI Agenda  
September 23, 2010

Avocational and CCE Courses		
Course ID	Course Title	Clock Hours
FFO0821	Training Burn (3 Hours)	3
FSO0105	Sanitation and Food Safety	8
FSO0114	Nutrition in Professional Food Service	30
FSO0115	Supervision and Management in the Food Service/Hospitality Industry Refresher	8
FSO0116	Supervision and Management in the Food Service/Hospitality Industry	30
FSO0118	Food Safety and Sanitation	30
HEV0128	Developing a Strong Literacy Foundation for Young Children_(CWE)	5
HEV0129	Beyond ABCs & Writing My Name: Emergent Literacy (CWE)	5
HEV0177	Literacy and Language	5
HEV0178	It's Not How Smart You Are, It's How You're Smart That Counts	5
HEV0185	ESOL for the Child Care Worker Intermediate Part I	36
HLO0100	Legal Issues Workshop	2
HMO0265	Montessori Early Childhood Curriculum I Lab	40
HUS0061	Gestalt Therapy	10
HUS0073	Anxiety and Mood Disorders in Late Life	4
HVO0110	Beyond Centers and Circle Time: Scaffolding and Assessing the Play of Young Children	45
HVO0111	Beyond Cribs & Rattles: Playfully Scaffolding the	30
HVO0112	Advance Youth Development Training	20
HVO0113	ITERS-R Directors' Seminar	28
HVO0114	The Reggio Emilia Approach to Education	5
IGO0131	Record Management Certification	12
IGO0145	Dealing With Angry People	6
IGO0153	Managing in a Changing Environment	6
IGO0154	Creative Decision Making Strategies	6
IGO0191	Professional Success Strategies	6
IGO0200	Grammar Refresher for Professionals	6
IGO0209	Successful Citizen Advisory Boards and Committees	6
INO0148	General Lines Qualification	40
POO0123	Communications Training Officer	24
POO0268	Burglary & Robbery	40
POO0317	Law Enforcement Response to Weapons of Mass Destruction	4
POO0335	Introduction to Incident Command System	4
POO0337	CVSA Examiner's Course	48
POO0340	Pharmaceutical Drugs ID and Investigation	40
POO0401	Command and Control for SWAT	24
POO0402	Less Lethal Munitions Specialist	24
POO0403	Computer Crimes: Legal Issues and Case Preparation	16
POO0404	Tactical Pistol Instructor	40
POO0406	Ballistic Shield Instructor	40
POO0408	Detecting False Driver's License	8
POO0410	Low Light/Laser Instructor	24
POO0411	Tactical Shotgun Instructor	40
POO0414	Maintaining Organizational Accountability	8
POO0415	What Great Leaders do Differently!	8

VPAA Approved Actions

**RN AS Testing Vendor Change-**Dr. Sass approved the RN AS Program changing testing vendor for the pre-admission test. Currently, the National League for Nursing (NLN) is the testing vendor and the new vendor is Health Education Systems, Inc. (HESI). Both tests have the same content, however for student accessibility and affordability, HESI is the preferred vendor. Either NLN or HESI will be accepted for admission applications until academic year 2011; after that date, the HESI test completely replaces the NLN. The change in testing vendors will not affect Palm Beach State College's NLN accreditation.

Palm Beach State College  
Curriculum Committee FYI Agenda  
September 23, 2010

**Motion Picture and Television Production Technology Independent Feature Production AS (2287)** This program has been suspended effective August 2010. There have been no students in the program since it was created. A note has been added to the catalog and Area of Study website that this program is no longer accepting new students.

Minutes Corrections

**4/22/10 Minutes-** II. The TABE Project action that was approved by Dr. Sass included program course coreqs for the post Program midpoint Cosmetology courses. These were added in error and were removed effective January 2011. The VPI Courses corequisites remained on these courses.

<b>Cosmetology (1200 hours) - Course Sequence</b>					
Course ID	Course Title	Hours	Add Restricted Program Objective Code 5357	<b>Added Modifications needed for the 4/22/10 action</b>	Effective Fall 2011-1 Add VPI0100, VPI0200 and VPI0300 as Co-Requisites
COS 0200	Cosmetology I - Introduction	120	Added	N/A	Added
COS 0400	Cosmetology III - Styling	120	Added	Add COS 0200 as coreq "B"	Added
COS 0301	Cosmetology II - Haircutting	120	Added	Add COS 0400 as coreq "B"	Added
COS 0600	Cosmetology V - Chemicals	120	Added	Add COS 0301 as coreq "B"	Added
COS 0700	Cosmetology VI - Haircolor	120	Added	Add COS 0600 as coreq "B"	Added
Program Midpoint					
COS 0870	Cosmetology IV – Salon Management	120	Added	Add COS 0700 as coreq "B"	Added
CSP 0240	Facials	120	Added	Add COS 0870 as coreq "B"	Added
CSP 0010	Manicuring, Pedicuring, and Nail	120	Added	Add CSP 0240 as coreq "B"	Added
CSP 0011	Salon Practice Lab II	120	Added	Add CSP 0010 as coreq "B"	Added
CSP 0300	Salon Practice Lab I	120	Added	CSP 0011 as coreq "B"	Added
Classes before the program midpoint must be taken in the order shown. The sequence of classes following the midpoint is subject to change due to facilities space limitations.					

Registration/Panthernet Corrections

**HUN 1201 Elements of Nutrition-** the course description for this course was updated to be more detailed. This was done to comply with transfer schools requests for more specific detail of an in-depth nutrition science course. This change was originally included in the course learning outcome conversion project but was overlooked in the process of updating.

**GRA 2722C and GRA2131C** -these courses were revised in 2004 to 3 credit (2 lecture-2 lab) courses but were entered into the Course Dictionary as (3 lecture-2 lab) course. The cluster chair, department chair and associate dean approved revising them back to (2 lecture-2 lab) in the Course Dictionary effective January 2011 since there is enrollment in the course fall term.

**Apprenticeship Programs-**Carpentry (5255), Roofing (5269) and Sheet Metal (5263) PSAV Apprenticeship programs have been suspended effective August 2010. These programs were part of a clean-up of the apprenticeship programs in August 2008 but were not suspended at the time.

Palm Beach State College  
Curriculum Committee FYI Agenda  
September 23, 2010

SCNS/DOE Updates

**MVS 1116 B** -Statewide Course Numbering System does not allow two versions of the same course. MVS 1116 A and B were listed at Palm Beach State as Class Instruction Guitar 1 and Class Instruction Guitar 2. MVS 1116 B was never registered at SCNS so it was submitted and given a new course number MVS1117. This was updated in the course dictionary effective August 2011.

**Massage Therapy PSAV Certificate** -A June 10, 2010 DOE memo outlined update the required course of study and its corresponding classroom hours in approved Massage Therapy programs. This information was reviewed and no changes were required to the current program offerings of the Palm Beach State Massage Therapy PSAV certificate.

**Field Review Changes**

**Effective August 2011**

Old Number	Title	New Number	Effective Date	Action
PGY 1118C	COLOR PHOTOGRAPHY	PGY 1110C	08/01/2011	COURSE NUMBER CHANGE