

Palm Beach State College
Curriculum Committee Agenda
October 24, 2019

The Curriculum Committee meetings will be held in CE-119 in Lake Worth and will be available for members and presenters in the reserved conference rooms at the other college locations and via Skype. (Belle Glade TEC220, Boca Raton AD 406, Loxahatchee LGA 216, and Palm Beach Gardens AD 207)

FA - Possible Financial Aid Action Warranted
Changes are highlighted in **yellow**

WELCOME

I. Approval of Minutes of September 26, 2019

II. FYI/Consent Agenda

A. CCE/Avocational Courses

1. POO0856 No-Nonsense Leadership Boot Camp

32 Clock Hours

B. VPAA/DBOT Actions

DBOT Approvals	Program Length	Effective	CIP Code State/Federal	DBOT Minutes
Deletion of Emergency Management AS Degree-Emergency Management Concentration (2438E)	60 credits	Fall 2019	1743030200/43.0302	April 16, 2019
<i>Deadline for students completing existing program</i>		<i>Fall 2020</i>		
Deletion of Homeland Security Concentration (2438H)	60 credits	Fall 2019	1743030200/43.0302	April 16, 2019
<i>Deadline for students completing existing program</i>		<i>Fall 2020</i>		
Deletion of Emergency Management CCC Program (6437)	24 credits	Fall 2019	0743030201/43.0302	April 16, 2019
<i>Deadline for students completing existing program</i>		<i>Fall 2020</i>		
Addition of Risk Management and Insurance Operations CCC Program (6119)	18 credits	Fall 2019	0552020108/52.0201	April 16, 2019
Addition of Mechatronics CCC Program (6555)	30 credits	Fall 2019	0615000013/15.0000	April 16, 2019
Addition of Automation CCC Program (6553)	12 credits	Fall 2019	0615040601/15.0406	April 16, 2019
Addition of Engineering Technology A.S. Degree-Advanced Manufacturing Concentration (2550D)	60 credits	Fall 2019	1615000001/15.0000	April 16, 2019
Addition of Marine Service Technology PSAV Program (5453)	1350 clock hours	Fall 2019	0647061611/47.0616	May 14, 2019
Addition of Diesel Maintenance Technician PSAV Program (5452)	600 clock hours	Fall 2019	0647060515/47.0605	May 14, 2019
Addition of Automotive Maintenance and Light Repair PSAV Program (5451)	600 clock hours	Fall 2019	0647060422/47/0604	May 14, 2019

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Addition of Low Voltage Systems Technician PSAV Program (5450)	750 clock hours	Fall 2019	0647010106/47.0101	May 14, 2019
Addition of Human Behavior CCC Program		Not Approved by FLDOE		May 14, 2019
Addition of Surgical Services A.S. Degree	64 credits	Fall 2021	1351000002/51.0000	May 14, 2019
Addition of Human Services B.S. Degree	120 credits	Fall 2020	44.0000	May 14, 2019
Addition of Cardiopulmonary Sciences B.S. Degree	120 credits	Fall 2020	51.0908	May 14, 2019
Deletion of Career and Technical Educator ATC Program (4393)	12 credits	Fall 2020	0419070866/19.0708	May 14, 2019
<i>Deadline for students completing existing program</i>		<i>Fall 2021</i>		
Addition of Physical Therapist Assistant A.S. Degree	74 credits	Fall 2021	1351080601/51.0806	June 18, 2019

C. Minutes Corrections

- IV.E. Deleted Program – Facilities Maintenance PSAV**
CIP Code: 0646041506
Effective date for program deletion correction **from August 2018 to August 2019**. This program is suspended and no longer accepting **students effective Spring 2020**.
- IV.E. Deleted Program – Security Systems Technician PSAV**
CIP Code: 0646030202
Effective date for program deletion correction **from August 2018 to August 2019**. This program is suspended and no longer accepting **students effective Spring 2020**.

D. Housekeeping

- Academic Services is performing an audit of the AS degrees to ensure compliance with FLDOE Statute 6A-10.024:**
(6) Associate in Science (A.S.) Degree. (b) Completion of a minimum of fifteen (15) semester hours in the general education subject areas of communication, mathematics, social sciences, humanities, and natural sciences. English and mathematics courses must meet the requirements adopted by the State Board of Education in rule 6A-10.030, F.A.C., and the Board of Governors Regulation 6.017. No physical education credit will be included in the general education block of credit.

III. Old Business

IV. New Business

A. Business

- New Program: Marketing Management AS** **FA**
Presenter: Professor Debbie Beres
Assigned Curriculum Committee Reviewers: Dr. Angela Adame-Smith, Dr. Paul Friedman, Juliett Tracey
Effective: Fall 2020 60 credits
State CIP Code: 1252140101; **Federal CIP Code:** 52.1401
Justification: The current Marketing CCC is not aligned with the proper AS according to FLDOE frameworks. The FLDOE indicated that the Marketing CCC needed to be aligned to the proper Marketing

Management AS. The Business Partnership Council in conjunction with faculty cluster have created a new Marketing Management AS from the current Business Administration and Management – Marketing Concentration which will be terminated.

Implications: Concerns of having MAT 1100 in the General Education as an OR for MAC 2233.

Links: [New Program - Marketing Management AS](#)

2. **New Program: Marketing CCC**

FA

Presenter: *Professor Debbie Beres*

Assigned Curriculum Committee Reviewers: *Dr. Angela Adame-Smith, Dr. Paul Friedman, Juliett Tracey*

Effective: Fall 2020

30 credits

State CIP Code: 025140111; **Federal CIP Code:** 52.1401

Justification: The current Marketing CCC is not aligned with the proper AS according to FLDOE frameworks. The FLDOE indicated that the Marketing CCC needed to be aligned to the proper Marketing Management AS. The Business Partnership Council in conjunction with faculty cluster have created a new Marketing Management AS from the current Business Administration and Management – Marketing Concentration which will be terminated.

Implications?

Links: [New Program – Marketing CCC](#)

3. **Program Termination: Business Administration and Management AS – Marketing Concentration (2039B)**

FA

Presenter: *Professor Debbie Beres*

Assigned Curriculum Committee Reviewers: *Dr. Angela Adame-Smith, Dr. Paul Friedman, Juliett Tracey*

Effective: Spring 2020

60 credits

State CIP Code: 1552020102; **Federal CIP Code:** 55.0201

Justification: The current Marketing CCC is not aligned with the proper AS according to FLDOE frameworks. The FLDOE indicated that the Marketing CCC needed to be aligned to the proper Marketing Management AS. The Business Partnership Council in conjunction with faculty cluster have created a new Marketing Management AS from the current Business Administration and Management – Marketing Concentration which will be terminated.

Implications?

Links: [Program Termination – Business Administration AS – Marketing Concentration \(2039B\) Teach-Out Documentation for 2039B](#)

4. **Program Termination – Marketing CCC (6113)**

FA

Presenter: *Professor Debbie Beres*

Assigned Curriculum Committee Reviewers: *Dr. Angela Adame-Smith, Dr. Paul Friedman, Juliett Tracey*

Effective: Spring 2020

24 credits

State CIP Code: 0552070101; **Federal CIP Code:** 52.0701

Justification: The current Marketing CCC is not aligned with the proper AS according to FLDOE frameworks. The FLDOE indicated that the Marketing CCC needed to be aligned to the proper Marketing Management AS. The Business Partnership Council in conjunction with faculty cluster have created a new Marketing Management AS from the current Business Administration and Management – Marketing Concentration which will be terminated.

Implications?

Links: [Program Termination – Marketing CCC \(6113\)](#)
[Teach-Out Documentation for 6113](#)

5. Program Termination: Business Administration and Management AS – Banking Concentration (2039C)

Presenter: *Professor Scott Hammond*

FA

Assigned Curriculum Committee Reviewers: *Dr. Angela Adame-Smith, Dr. Paul Friedman, Juliett Tracey*

Effective: Spring 2020

60 credits

State CIP Code: 1552020102; **Federal CIP Code:** 55.0201

Justification: Request to delete the Banking Specialist – Financial Services CCC (6117) program since the banking industry does not require a degree in banking for new hires. Only the BAN 1004 Principles of Banking course will be deleted; other courses remain in existing programs.

Implications?

Links: [Program Termination – Business Administration AS – Banking Concentration \(2039C\)](#)
[Teach-Out Documentation for 2039C](#)

6. Program Termination: Banking CCC (6117)

FA

Presenter: *Professor Scott Hammond*

Assigned Curriculum Committee Reviewers: *Dr. Angela Adame-Smith, Dr. Paul Friedman, Juliett Tracey*

Effective: Spring 2020

12 credits

State CIP Code: 0252080303; **Federal CIP Code:** 52.0803

Justification: Request to delete the Banking Specialist – Financial Services CCC (6117) program since the banking industry does not require a degree in banking for new hires. Only the BAN 1004 Principles of Banking course will be deleted; other courses remain in existing programs.

Implications?

Links: [Program Termination – Banking CCC \(6117\)](#)
[Teach-Out Documentation for 6117](#)

7. Deleted Courses: Principles of Banking (BAN 1004)

Presenter: *Professor Scott Hammond*

Assigned Curriculum Committee Reviewers: *Dr. Angela Adame-Smith, Dr. Paul Friedman, Juliett Tracey*

Last Term Offered: Fall 2021

3 credits

Justification: Delete the Banking Specialist – Financial Services (CCC 6117) and Business Administration and Management – Banking Concentration (AS 2039C) programs since the banking industry does not require a degree in banking for new hires. Only the BAN1004 Principles of Banking course will be deleted the other courses remain in existing programs.

Implications: Course exists as required course in Business Administration and Management – Banking Concentration (AS 2039C) and as a required course in Banking Specialist – Financial Services (CCC 6117) – both are being terminated.

Links: [Deleted Course – Principles of Banking \(BAN 1004\)](#)

B. Health Sciences

1. New Courses

Presenter: *Professor Julia Steff*

Assigned Curriculum Committee Reviewers: *Dr. Tina Collins and Dr. Jehu Chong*

Effective: August 2020

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- a. **Health Services Management (HSA 2380C)** 3 credits
(2 Lecture/Lab 2 contact hours)
AW Grading scale; Limited access.
Prerequisites: ACG 2071 and HIM 1210C both courses with a grade of C or higher.
Fee: Effective: Spring 2021
\$15.00. (#3. [\$5.00] MS Office software with extended software such as Vision, Project Publisher and InfoPath; #7. [\$10.00] HIT Software licensing fee. Licensing fee = \$3000.00 /est. 50 students in program with enrollment in 6 courses (\$3000.00 divided by 50 students=60 divided by 6 courses= \$10.00)
Link: [New Course - Health Services Management](#)
- b. **Health Care Risk Management and Safety (HSA 2501)** 3 credits
(3 Lecture contact hours)
AW Grading scale; Limited access.
Prerequisites: HIM 1012C and HIM 1210C both courses with a grade of C or higher.
Fee: Effective: Spring 2021
\$15.00 (#3. [\$5.00] MS Office software with extended software such as Vision, Project Publisher and InfoPath; #7. [\$10.00] HIT Software licensing fee. Licensing fee = \$3000.00 /est. 50 students in program with enrollment in 6 courses (\$3000.00 divided by 50 students=60 divided by 6 courses= \$10.00)
Link: [New Course – Health Care Risk Management and Safety](#)
- c. **Capstone for Health Services Management (HSA 2590C)** 3 credits
(1 Lecture/2 Lab contact hours)
AW Grading scale; Limited access.
Prerequisites: HIM 2272C, HIM 2512C, HSA 2501 and HSA 2380C all with a grade of C or higher.
Link: [New Course – Capstone for Health Services Management](#)
2. **New Program: Health Services Management AS** **FA**
Presenter: *Professor Julia Steff*
Assigned Curriculum Committee Reviewers: *Dr. Tina Collins and Dr. Jehu Chong*
Effective: Fall 2020 60 credits
State CIP Code: 1351070101; **Federal CIP Code:** 51.0701

Justification: The Health Services Management AS program will provide a pathway for the billing portion of the Medical Information Coder/Biller program. This program will focus on the acute care setting financial management and organizational planning. This program also will benefit anyone with a clinical background in advancing to mid-level management positions.

Implications?

Links: [New Program -Health Services Management AS](#)

C. Trade and Industry

1. **Revised Program: Automotive Service Technology PSAV (5458A)**

Presenter: *Program Director Eligio Marquez*

Effective: August 2020

Revised PLOs. Course Sequence revised.

#1. Apply safety and pollution prevention measures in an automotive-specific industrial setting.

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- #2. Utilize computerized manuals to diagnose automotive system issues based on customer concerns.
- #3. Service vehicles according to manufacturer's specifications.
- #4. Perform manufacturer prescribed repairs/replacement of automotive system components.
- #5. Demonstrate trade-specific employability skills related to communication, critical thinking, and ethics.

Justification: At this moment there are 12 PLOs, and some are repeated as a result from the last program change to comply with the State Frameworks and the PLOs were not revised.

Implications: There are no implication for other programs as verified by the submitter.

Links: [Current Program Outcomes - Automotive](#)

2. Revised Program: Diesel Service Technology PSAV (5457A)

Presenter: *Program Director Eligio Marquez*

Effective: August 2020

Revised PLOs. Course Sequence revised.

- #1. Apply safety and pollution prevention measures in an industrial setting specific to medium-heavy truck transportation.
- #2. Utilize computerized manuals to diagnose medium-heavy truck system issues based on customer concerns.
- #3. Service vehicles according to manufacturer's specifications.
- #4. Perform manufacturer prescribed repairs/replacement of medium-heavy duty truck system components.
- #5. Demonstrate trade-specific employability skills related to communication, critical thinking, and ethics.

Justification: At this moment there are 11 PLOs, and some are repeated as a result from the last program change to comply with the State Frameworks and the PLOs were not revised.

Implications: There are no implication for other programs as verified by the submitter.

Links: [Current Program Outcomes- Diesel](#)

V. Curriculum Committee Business

A. General Education Council

VI. Motion to Dismiss Administrative Members

Voting Member Activities

Curriculum Development Session for Committee members immediately following adjournment of curriculum agenda.*

**Appointed members (serving 2-year terms)*

Committee Members:

___ Trineshia Sellars – Chair	___ Marcy Katz	___ Dr. Peter Biegel/Santrel Carries, Office of the Registrar
___ Juliett Tracey – Vice Chair	___ Traci Kirby	___ Dr. Kathleen Karran-McCoy, Student Services
___ Cynthia Alexandre – Past Chair	___ Eligio Marquez	___ Christi White, Academic Services, Curriculum (Non-Voting)
___ Dr. Angela Adame-Smith	___ Allen Mullenax	___ Michelle Williams, Campus Registrar
___ Dr. Jehu Chong	___ Dr. Velmarie Albertini, Dean Curriculum (Non-Voting)	
___ Dr. Tina Collins	___ Teresa Armas, Financial Aid	
___ Dr. Paul Friedman		
___ Dr. Sabrina Greenwell		

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2019-2020 Curriculum Actions

Actions	BAS/BS	AA	AS	ATC	ATD	CCC	PSAV	Dev. Ed	Totals
New Program	-	-	2	-	-	1	-	-	3
New Course	-	-	3	-	-	-	-	-	3
Revised Program	-	-	-	-	-	-	-	-	0
Revised Course	-	-	-	-	-	-	-	-	-
Deleted Program	-	-	2	-	-	2	-	-	4
Deleted Course	-	-	1	-	-	-	-	-	1
Other	-	-	-	-	-	-	2	-	2
Agenda Totals	-	-	8	-	-	3	2	-	13
Cumulative Total for AY 19-20	-	-	28	-	-	4	29	-	61

List of Scheduled Presenters:

- Professor Debbie Beres** (Business- Marketing AS and CCC)
- Professor Scott Hammond** (Business – Banking AS and CCC)
- Professor Julia Steff** (Health Sciences - Health Services Management AS)
- Program Director Eligio Marquez** (Trade and Industry- Automotive and Diesel PSAV PLOs)

List of Expected Guests:

- Julie Sivigny, Academic Services – Curriculum Development
- Jen Hudson, Academic Services – Catalog