

CURRICULUM COMMITTEE AGENDA

APRIL 23, 2020

The Curriculum Committee meeting will be held via Skype.

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

| Curriculum Committee Members | | |
|-------------------------------------|---|-------------------------------|
| | Trineshia Sellars – Chair | Chemistry, Year 3 |
| | Juliett Tracey – Vice Chair | Business, Year 2 |
| | Cynthia Alexandre – Past Chair | Mathematics, Year 1* |
| | Dr. Angela Adame-Smith | Psychology, Year 1 |
| | Dr. Jehu Chong | Business/Bachelors, Year 1 |
| | Dr. Tina Collins | Nursing, Year 2 |
| | Dr. Paul Friedman | Public Safety, Year 2 |
| | Dr. Sabrina Greenwell | Social Science, Year 2 |
| | Marcy Katz | English/Lit, Year 2 |
| | Eligio Marquez | Trade and Industry, Year 2 |
| | Allen Mullenax | Trade and Industry, Year 1 |
| | Dr. Nadine Sirota (<i>eff. Mar. 2020</i>) | Nursing, Year 1 |
| Administrative Members | | |
| | Dr. Velmarie Albertini (Non-Voting) | Dean, Curriculum |
| | Teresa Armas | Financial Aid |
| | Kenneth Badaracco (<i>eff. Mar. 2020</i>) | Campus Registrar |
| | Santrel Carries (<i>eff. Mar. 2020</i>) | Office of the Registrar |
| | Jennifer Johnson (<i>eff. Mar. 2020</i>) | Interim Associate Dean |
| | Dr. Kathleen Karran-McCoy | Student Services |
| | Christi White (Non-Voting) | Academic Services, Curriculum |

*(renewed)

Guests:

FA - Possible Financial Aid Action Warranted

Changes are highlighted in **yellow**

WELCOME

I. APPROVAL OF MINUTES OF March 26, 2020

Discussion:

Data sources consulted: Minutes

Action:

II. FOR YOUR INFORMATION

A. CCE/Avocational

New and Revised CCE Avocational Courses: 2/27/2020 – 4/20/2020

| New Avocational and CCE Courses | Title | Clock Hours |
|--|--|--------------------|
| FSO0131 | Stocks, Sauces and Soups | 6 |
| FSO0132 | Turning Up the Heat vs. Moist Heat Cooking Methods | 6 |
| FSO0133 | Sharpening Your Knife Skills: Grilling Bonanza | 6 |
| FSO0134 | Baking Bread 100 and Cheese Appreciation | 6 |
| FSO0135 | Perfecting Pies and Tarts | 6 |
| FSO0136 | Cakes and Cake Art | 6 |
| HEO0290 | STEAM Lesson Planning for Early Childhood | 4 |
| HEO0291 | High Performing Leaders: A Great Place to Work | 10 |
| POO0590 | Defensive Tactics FDLE Curriculum Update | 24 |

| Revised Avocational and CCE Courses | Title | Changes |
|--|--|--|
| TIO0650 | NCCER Core Certification | Revised course description; Changed special fee from \$540 to \$400. |
| TIO0651 | NCCER Electrical Level 1 Certification | Revised course description; Changed special fee from \$3,185 to \$555. |
| TIO0653 | NCCER Welding Level 1 Certification | Revised course description; Changed special fee from \$4,600 to \$990. |
| TIO0655 | NCCER Carpentry Level 1 Certification | Revised course description; Changed special fee from \$3,470 to \$665. |
| TIO0657 | NCCER HVAC Level 1 Certification | Revised course description; Changed special fee from \$3,400 to \$670. |
| TIO0658 | NCCER Welding Level 2 Certification | Changed special fee from \$5,615 to \$810. |
| TIO0661 | NCCER Plumbing Level 1 Certification | Revised course description; Changed special fee from \$3,400 to \$625. |

B. VPAA/DBOT Action

1. Dr. Yohe approved increasing the completion requirements for the Public Safety Telecommunications PSAV (5455) program from 70% to 80%. “Student must pass the mid-term and final exam **with an 80% or better and must have a final average of 80% % to pass the course.**”
2. Dr. Yohe approved the Marketing Operations CCC after Curriculum Committee review and e-vote approval on 4/16/2020. The CCC is embedded in the AS and has received DBOT approval but was omitted from the prior curriculum minutes. The Curriculum Committee reviewed the curriculum in October before it was tabled and again via e-vote and approved by the following members (equaling quorum): E Marquez; K. Badaracco; J. Chong; S. Greenwell; T. Sellars; A. Adame-Smith; S. Carries; N. Sirota; P. Friedman; C. Alexandre.

C. Minutes Corrections - None

D. Housekeeping

The following courses have not been offered in the past five (5) years and are facing termination based on the Five-Year Rule, F.S. 1007.24(8): [The State Board of Education shall adopt rules that provide for the conduct of regularly scheduled purges of courses that are listed in the statewide course numbering system but have not been taught at an institution for the preceding 5 years. These rules must include waiver provisions that allow course continuation if an institution has reasonable cause for having not offered a course within the 5-year limit and an expectation that the course will be offered again within the following 5 years.](#)

| 5-Year Rule Courses | Last Term Offered | Comments |
|---|--|---|
| a. ENC0050 – College Grammar Essentials (Dev Ed) | New effective Fall 2014, but never offered | Never had class scheduled Cancel course per Jennifer Johnson’s email 4/20/2020 |
| b. ENC0051 – College Sentence Essentials (Dev Ed) | New effective Fall 2014, but never offered | Never had class scheduled Cancel course per Jennifer Johnson’s email 4/20/2020 |
| c. MAT0055 – Developmental Math 1 (Dev Ed) | New effective Fall 2014, but never offered | Never had class scheduled Cancel course per Jennifer Johnson’s email 4/20/2020 |
| d. CTS2664 – Router and Switch Security (AS) | New effective Spring 2015, but has never had enrollment 2016-1 – Canceled 2016-2 – Canceled 2017-1 – Canceled 2017-2 – Canceled 2018-1 – Canceled 2019-1 – Canceled 2020-2 – Will be offered per Scott Hammond | This is a “required” course in <ul style="list-style-type: none"> • Advanced Network Infrastructure CCC 6135 How could students earn this certificate if this course to-date has not made with enrollment? This course is also an “elective” choice in: <ul style="list-style-type: none"> • Network Infrastructure CCC 6542 • Network Security CCC 6541 • Network Support Technician CCC 6540 • Networking Administrator AS 2123 |

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| | | |
|--|--|---|
| <p>e. ETP1501C – Biofuels and Biomass (AS)</p> <p>Will be offered Spring 2021 per Dept. Chair Oleg Andric “As we are still ramping up Engineering Technology - Alternative Energy Systems AS program, we have not offered this course yet. We are planning to offer it in Spring 2021. We have scheduled EET1511C Introduction to Biofuels for Fall 2020 - that is a pre-requisite - and are planning to offer ETP1510C Biofuels and Biomass in Spring. “</p> | <p>New effective Fall 2015, offered one term and was canceled 2015-2 – Canceled</p> | <p>Elective Choice in the following two programs:</p> <ul style="list-style-type: none"> • Electrical Power Technology AS 2270 <p>Engineering Technology – Alternative Energy Systems Concentration AS 2550A</p> |
|--|--|---|

IV. **OLD BUSINESS** - None

V. **NEW BUSINESS** - None

Credits/Clock Hours

VI. **CURRICULUM COMMITTEE BUSINESS**

A. **General Education Council** - None

B. **2019-2020 End of Year Business**

1. **Vote for Chair/Co-Chair**

a. **Term lengths**

2. **Annual report input**

3. **Handbook**

4. **Other**

C. **Watermark Updates**

1. **Catalog**

2. **Curriculum Management System**

D. **DBOT Approval of One-Time Extension to Board Policy 6Hx-18-2.051 Collegewide Course Outline and Syllabus**

1. Pursuant to the deadlines as listed in the Academic Affairs Policies and Procedures Manual, Section G, all instructors of record are required to provide students with a published on-line syllabus for any course in which students receive academic credit and for non-credit courses required for a degree or academic certificate. Students should receive or have access to the course syllabus no later than the first-class meeting for lecture and lab courses, not later than the first day of the semester for on-line courses, and not later than the end of the first week of the semester for internships, practicum, independent study, readings, or any other courses.

A one-time exception to Board Policy 6Hx-18-2.051 is requested to help mitigate the impact the COVID-19 (Coronavirus) has had on the College. Duration: Fall Term Only.

VII. **MOTION TO DISMISS**

Discussion: N/A

Action:

2019-2020 Curriculum Actions

| Actions | BAS/BS | AA | AS | ATC | ATD | CCC | PSAV | Dev. Ed | Totals |
|----------------------------------|--------|----|----|-----|-----|-----|------|---------|--------|
| New Program | - | - | - | - | - | - | - | - | 0 |
| New Course | - | - | - | - | - | - | - | - | 0 |
| Revised Program | - | - | - | - | - | - | - | - | 0 |
| Revised Course | - | - | - | - | - | - | - | - | 0 |
| Deleted Program | - | - | - | - | - | - | - | - | 0 |
| Deleted Course | - | - | - | - | - | - | - | - | 0 |
| Other | - | - | - | - | - | - | - | - | 0 |
| Agenda Totals | - | - | - | - | - | - | - | - | 0 |
| Cumulative Total for AY 19-20 | 28 | 4 | 47 | - | - | 2 | 68 | 1 | 150 |