POLK STATE COLLEGE
ACADEMIC QUALITY COUNCIL MINUTES

Meeting:	Academic Quality Council (AQC)
Date/Time:	February 19, 2024
Location:	Via Microsoft Teams Videoconferencing
Recorder:	Megan Cavanah
Attending Members:	Amy Bratten, Kim Thomas, Earl Brown, LJ Russum, Ben Pila, Dawn Drake, Greg Harris, Carolyn Orr, Meriem Diouri, Margaret Strengel-Martinez, Koushik Banerjee, Mike Long (filling in for Megan Cavanah), Jaime Selph, Merrybeth Etherton, Dawnetta Wearing, Shavonda Harris, Courtlann Thomas, Jay Culver, Andy Oguntola, Mary Clark, Sandra Ward, Bob Evans, David Sutton, Deleise Wilson, and and Beth Luckett
Faculty/Staff Guests:	Sharon Kochanowski (presenting), Gordon Mayes (presenting), John Stewart (presenting), Maria Lehoczky (presenting), Francisco Rodrigues (presenting), and Yvonne Valez

I.   Welcome

Amy Bratten welcomed everyone and called the meeting to order. A quorum was reached at 3:00 pm. Amy announced that Megan Cavanah would be leading the AQC as part of her new role as Director of Academic Affairs, Enrollment, and Curriculum Management; she then thanked Yvonne Velez for her service on the Council. She also announced that the minutes for the January 18, 2024 meeting would be presented at a future meeting.

II.   Mathematics (State-Mandated Mathematics Pathways)

<u>Course Modification</u>: STA 2023 *Introduction to Probability and Statistics*
Presenter: Mike Long

Mike explained that the proposal to change the prerequisite on STA 2023 *Introduction to Probability and Statistics* is part of the new Mathematics Pathways Initiative for General Education coursework. The proposal allows a student to enter STA 2023 with an appropriate test score, or by completing MAT 1033 *Intermediate Algebra* or MAT 1100 *Introduction to College Mathematics*. This mirrors the prerequisite change made for MGF 1130 *Mathematics in Context*.

Greg Harris made a motion to approve; Ben Pila seconded. No further discussion ensued; the motion passed unanimously.

These course modifications become effective in the Fall 2024 (2025-1) Term.

III.   Aerospace (Lower-Division Coursework)

<u>New Course:</u> ATF 2600 *Flight Simulator Training*
<u>Program Modification</u>: Associate in Science in Professional Pilot Science
Presenter: Gordon Mayes

Gordon explained that the new course, ATF 2600 *Flight Simulator Training*, is a one-credit-hour elective that allows a student the opportunity to learn with flight-simulator devices before

flight instruction. The curriculum covers device functionality, safety protocols, procedures, and regulations. Additionally, it gives a new flight student (or a student pursuing a degree in the administration, maintenance, and operations field) 10 hours of hands-on experience in the simulator room. This new course provides simulation pre-training that prepares the student for the upcoming 18 to 24 months of flight training.

Greg Harris made a motion to approve; Ben Pila seconded. No further discussion ensued; the motion passed unanimously.

The course modification and program modification become effective in the Fall 2024 (2025-1) Term.

IV. Education (Upper-Division Coursework)

Course Modifications: RED 4304 *Literacy Learning and Assessment I,* EDG 4942 *Field Studies II,* EDG 4943 *Field Studies III*, and EEX 3294 *Differentiated Instruction for the Inclusive Classroom*
Presenter: Sharon Kochanowski

Sharon explained that RED 4304 *Literacy Learning and Assessment I* is part of the Bachelor of Science in Elementary Education Program. The Education Department has determined that it is necessary to move RED 4304 later in the program's pathway. The Department is proposing that the corequisites for RED 4304 (i.e., EDG 4942 *Field Studies II,* EDG 4943 *Field Studies III,* and EEX 3294 *Differentiated Instruction for the Inclusive Classroom*) be removed to allow students more flexibility in scheduling.

Greg Harris made a motion to approve; Carolyn Orr seconded. No further discussion ensued; the motion passed unanimously.

These course modifications become effective in the Fall 2024 (2025-1) Term.

V. Business (Upper-Division Coursework)

Course Modifications: MAN 4900 *Capstone Experience: Business Administration*, MAN 4954 *Capstone Experience: Human Resource Management*, PAD 4879 *Capstone Experience: Public Administration*, CIS 4910 *Capstone Experience: Business Information Technology*, HSA 4922 *Capstone Experience: Healthcare Administration,* and SCM 4950 *Capstone Experience: Supply Chain Management*
New Courses: GEB 3037 *BAS Foundations: Strategies for Success* and SCM 3310 *Supply Chain Accounting and Financial Management*
Program Modifications: Bachelor of Applied Science (BAS) in Supervision and Management Program Curriculum (Concentrations):

- BAS in Supervision and Management (Business Administration)
- BAS in Supervision and Management (Business Information Technology)
- BAS in Supervision and Management (Healthcare Administration)
- BAS in Supervision and Management (Human Resource Management)
- BAS in Supervision and Management (Public Administration)
- BAS in Supervision and Management (Supply Chain Management)

Course Modifications: MAN 3583 *Project Management*; SCM 3142 *Purchasing and Supply Management*; SCM 3162 *Supplier Quality Management*; SCM 4144 *Global Logistics and Supply Chain Management*; and SCM 4180 *Supply Chain Strategies, Planning, and Operational Management*
Presenter: Maria Lehoczky and Franciso Rodrigues

Maria explained that GEB 3037 *BAS Foundations: Strategies for Success* is a new one-credit-hour course that focuses on student success strategies within the Bachelor of Applied Science (BAS) in Supervision and Management degree's business-related concentrations.

Greg Harris made a motion to approve GEB 3037; Kim Thomas seconded. No further discussion ensued; the motion passed unanimously.

Maria explained that the credit hours for MAN 4900 *Capstone Experience: Business Administration*, MAN 4954 *Capstone Experience: Human Resource Management*, PAD 4879 *Capstone Experience: Public Administration*, CIS 4910 *Capstone Experience: Business Information Technology*, HSA 4922 *Capstone Experience: Healthcare Administration, and* SCM 4950 *Capstone Experience: Supply Chain Management* need to be adjusted in order to add the new course (GEB 3037) to all concentrations of the BAS degree. The faculty have asked to reduce the Capstone courses to two credit hours, since those courses focus more on assessment than a traditional three-credit lecture-dependent offering.

Greg Harris made a motion to approve the course modifications; Dawn Drake seconded. No further discussion ensued; the motion passed unanimously.

Maria explained that the program modifications reflect the addition of the new GEB 3037 *BAS Foundations: Strategies for Success* course and the reduction in credit hours to the respective Capstone courses.

Greg Harris made a motion to approve; Jamie Selph seconded. No further discussion ensued; the motion passed unanimously.

Fransisco explained that the changes to the Bachelor of Applied Science in Supervision and Management, Supply Chain Management Concentration, are to streamline the curriculum. Content from MAN 2043 *Principles of Management* and MAN 2500 *Operations Management* is currently also covered in MAN 4504 *Operational Decision Making;* this is being rectified. Additionally, there is content in TRA 2010 *Transportation and Distribution* that is covered SCM 4144 *Global Logistics and Supply Chain Management*.

The following other courses need to be modified because of these proposed changes:
- The prerequisite for MAN 3583 *Project Management* is being removed and GEB 3213 *Advanced Communications in Business* is being added as a corequisite.
- The prerequisites for SCM 3142 *Purchasing and Supply Management* are changing; both SCM 2140 *Purchasing and Inventory Management* and BUL 3310 *Legal and Ethical Issues in Business* are to be added.
- The prerequisite for SCM 3162 *Supplier Quality Management* is changing to SCM 3142 *Purchasing and Supply Management*.
- The prerequisites for SCM 4144 *Global Logistics and Supply Chain Management* are changing; MAN 3583 *Project Management* and TRA 2010 *Transportation and Distribution* are being added, and the corequisite of SCM 3142 *Purchasing and Supply Management* is being removed.
- The prerequisites for SCM 4180 *Supply Chain Strategy, Planning, and Operational Management* are changing to SCM 3310 *Supply Chain Accounting and Financial Management* and GEB 4891 *Strategic Planning and Management*.
- SCM 4144 *Global Logistics and Supply Chain Management* is being added as an additional prerequisite for the new course SCM 3310 *Supply Chain Accounting.*
- TRA 3204 *Transportation and Logistics Management* is being changed to an elective for the BAS in Supervision and Management, Supply Chain Management Concentration.

Greg Harris made a motion to approve; Merrybeth Etherton seconded. No further discussion ensued; the motion passed unanimously.

These course modifications, new course proposals, and program modification proposals become effective in the Fall 2024 (2025-1) Term.

VI.   **Business, Supply Chain Management (Lower-Division Coursework)**
Program Modifications: Associate in Science in Supply Chain Management and Associate in Science in Hospitality and Tourism Management

New Program: Supply Chain Management Advanced Technical Certificate
Presenter: Maria Lehoczky, Francisco Rodrigues

Maria explained that this new Advanced Technical Certificate (ATC) allows the student to earn a certificate in Supply Chain Management similar to several other certificate options in the department. It also allows a graduate to return to the College and earn credits toward the supply chain degree.

Greg Harris made a motion to approve the new certificate; Kim Thomas seconded. Amy asked if any of the credits within the certificate were block credits. Maria stated that all courses in the ATC are embedded in the BAS in Supervision and Management, Supply Chain Management Concentration. No further discussion ensued; the motion passed unanimously.

Maria explained that GEB 1002 *Career Explorations in Business* is a required course for several other AS programs in the Business Department. The department has found success with the course and is now proposing that the course be added to the AS in Supply Chain Management and AS in Hospitality and Tourism Management.

Greg Harris made a motion to approve; Jamie Selph seconded. No further discussion ensued; the motion passed unanimously.

The new program and program modifications are effective in the Fall 2024 (2025-1) Term.

VII.   **Network Engineering**

Course End-Term: CET 2615C *Scaling Networks*
Course Modifications: CET 1610C *Routing, Switching, Enterprise Networking, Security, and Automation*; CET 1600C *Network Fundamentals*; CET 2688C *System Security Practitioner (SSCP)*; CGS 2135C *Computer Forensics*; CIS 2352C *Ethical Hacking*; CIS 2772C *CCNA Cybersecurity Operations*; CTS 1120C *Cybersecurity Fundamentals*; CTS 1160C *Modern Desktop Administrator;* CTS 2109C *Virtualization Concepts and Implementation*; CTS 2126C *Cybersecurity Analyst (CySA+)*; CTS 2192C *Microsoft Azure Administrato*r; CTS 2312C *Cloud Security;* CTS 2320C *Windows Server 2019 Administration*; and CTS 2376C *Firewall Services and Cybersecurity Essentials*
New Courses: CAP 2657C *Artificial Intelligence on AWS* and CAP 2658C *Artificial Intelligence for Cybersecurity*
Program Modifications: Network Infrastructure Certificate, Network Security Certificate, Associate in Science (AS) in Network Systems Engineering Technology (Infrastructure Specialization), and AS in Network Systems Engineering Technology (Security Specialization)
Presenter: John Stewart

John explained that the Network Systems Engineering Technology (NSET) Department is proposing two new courses: CAP 2657C *Artificial Intelligence on AWS* and CAP 2658C *Artificial Intelligence for Cybersecurity*.

Greg Harris made a motion to approve; Ben Pila seconded. No further discussion ensued; the motion passed unanimously.

John explained that the Department is proposing that CET 2615C *Scaling Networks* be end-termed. The curriculum from that course is to be added to CET 1610C *Routing, Switching, Enterprise Networking, Security, and Automation*. The other course modifications being proposed are updates to the prerequisites for course sequencing. The department is also proposing a Program Modification for inclusion of the two new courses: CAP 2657C and CAP 2685C.

Greg Harris made a motion to approve; Ben Pila seconded. No further discussion ensued; the motion passed unanimously.

These course modifications, new courses, and program modifications become effective in the Fall 2024 (2025-1) Term.

VIII.   **Informational Items**
   A. General Education Updates
       Presenter: David Sutton

       David provided an overview of the state-mandated changes to General Education courses. AMH 1010 *History of the United States: 1607-1877* has been added to the General Education core for the Social Sciences category. David anticipates the future addition of AMH 1010 to the list of approved Civic Literacy Requirement courses.

       SYG 200 *Introduction to Sociology* is being removed from the state-selected General Education core, but it can be offered in the institutional-level General Education hours for the Social Science category.

       OCE 2001C *Oceanography* and GLY 2010C *Physical Geology* are also being added to the General Education core courses in the Natural Sciences category.

       The changes to the State's General Education core curriculum are effective in the Fall 2024 (2025-1) Term; they are not retroactive. David also explained that the College now needs to conduct a review of the institutional General Education classes. These offerings need to be approved by the College President and the District Board of Trustees (DBOT).

       Dawn Drake asked if there are any changes to psychology courses. David said that these legislative changes do not impact psychology.

       Margaret Strengel-Martinez asked how these changes are going to be advertised through Student Services. David reported that he has a meeting scheduled with Student Services.

       Amy stated that a General Education Committee is to be formed to review the College's General Education courses; individuals who are interested in serving should contact Megan Cavanah.

       Mike Long shared the General Education Mathematics courses that have been selected by each Associate of Science program to comply with the State's new policy. Amy asked why the Medical Coding Specialist Certificate does not have a mathematics course selected. Mike and Beth Luckett explained that the certificate does not have a Mathematics requirement.

   B. Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) Compliance
       Presenter: Mary Clark

Mary reminded the Council that program modifications that exceed 25 percent must be approved by the SACSCOC. She asked the Council to consider limiting program modifications to once per year so that the College can monitor the extent of the program modifications. Amy plans to discuss this suggestion with the Registrar's Office.

IX.   Adjournment

Greg Harris made a motion to adjourn the meeting; Dawn Drake seconded. The meeting adjourned at 3:53 pm.