

**POLK STATE COLLEGE
ACADEMIC QUALITY COUNCIL MINUTES**

Meeting: Academic Quality Council (AQC)

Date/Time: February 21, 2022 at 3:00 p.m.

Location: Zoom: Videoconferencing

Recorder: Yvonne Velez

Attending Members: Julie Alexander, Orathai Northern, David Sutton, April Robinson, Fain Morris Guirguis, Earl Brown, Von McGriff, Pamela Jones, Ben Pila, Dawn Drake, Greg Harris, Carolyn Orr, Gregory Toole, Koushik Banerjee, Margaret Strengel-Martinez, Beth Lockett, Amy Rutledge, Merrybeth Etherton, Dawnetta Wearing, Richard Benson, Lawrence Pakowski, Susan Morgan, Mary Clark, and Sandra Ward-Jones

Faculty/Staff Guests: Joan Connors, Joanne Buchanan, Maria Lehoczky, Sharon Kochanowski, and Audrey Williams

I. Welcome and Introductions

Orathai Northern welcomed everyone and called the meeting to order. A quorum was reached at 3:06 p.m.

II. Approval of Minutes

Greg Harris made a motion to approve the meeting minutes from January 20, 2022; Earl Brown seconded. No further discussion ensued; the motion passed unanimously.

III. – X. Upper-Division Education

Reactivated (New) Courses: EEC 3301 *General Teaching Methods in Early Childhood Education: Pre-K to Grade 3*; EEC 3404 *Relations Across the Family, School, and Community*; and EEX 3071 *Teaching Exceptional and Diverse Populations in Inclusive Settings*

Program Modifications: Early Childhood Education, BS, Elementary Education, BS, Early Childhood Education and Elementary Education Baccalaureate Program Core Requirements

Sharon Kochanowski communicated that the three reactivated (new) courses were ended for the 2020-2021 Academic Year because the Education faculty members had requested to fold some of the coursework from the Bachelor of Science (BS) in Early Childhood Education into the BS in Elementary Education Program so that courses could be shared for increased efficiency.

With these changes, the impacts on Early Childhood Education degree candidates were almost immediate, and faculty began expressing concerns, indicating that the content did not support training for Early Childhood Education as anticipated, as the Pre-K to Grade 3 Program was being applied within a Kindergarten to Grade 6 reference. To correct this problem, and to provide the BS in Early Childhood Education degree

candidates with a thorough and appropriate learning experience, the revisions made in 2019 are being re-addressed through this set of proposals. Several Early Childhood Education Program baccalaureate courses are being reinstated to provide the content that is needed.

The program modifications include the addition of the three reactivated courses to the BS in Early Childhood Education Program's Upper-Division Specialization Requirements section. Additionally, three courses (EDE 3223 *Integrating Art, Music, and Physical Education*; LAE 3414 *Children's Literature*; and RED 4311 *Literacy Learning and Assessment II*) from the Early Childhood Education and Elementary Education Baccalaureate Program Core Requirements are to be moved to the BS in Elementary Education Program's Upper-Division Elementary Specialization Requirements.

The reinstated courses and program modifications are to go into effect during the Fall 2022 Term (2023-1).

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

Education Preparation Institute

New Course: EPI 0015 *EPI Reading Competency Five*

Program Modification: Educator Preparation Institute Certificate

Presenter: Sharon Kochanowski

Based on *Florida House Bill 7011*, beginning in the fall of 2022, all Educator Preparation Institute (EPI) programs are to offer the full Florida Reading Endorsement within their curricula. Over the last several years, Reading Endorsement Competencies One through Four have been added to the program based on state legislation. To meet the new mandate, the Polk State EPI has added an additional course, EPI 0015 *Reading Competency Five*, to its curriculum. This newly developed class changes the number of courses required and length of the program.

The new course is to be added to the *Polk State College Catalog/Student Handbook* for the Fall 2022 Term (2023-1); the program changes are to go into effect concurrently.

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

XI. – XXI. Supervision and Management (Upper-Division)

New Courses: BUL 4540 *Employment Law*, MAN 4201 *Organizational Analysis and Change*, MAN 4320 *Human Resource Recruitment and Staffing*, MAN 4330 *Compensation and Benefits*, MAN 4350 *Training and Development*, MAN 4401 *Management of Labor Relations*, MAN 4441 *Negotiations and Conflict Resolution*, MAN 4605 *Cross-Cultural Management*, and MAN 4954 *Capstone Experience: Human Resource Management*

New Programs: Supervision and Management (Human Resource Management), BAS and Human Resource Management Advanced Technical Certificate

Presenter: Maria Lehoczky

Maria presented an additional concentration, Human Resource Management, for the Bachelor of Applied Science (BAS) in Supervision and Management degree program.

The addition of the Human Resource Management Concentration can help to narrow the projected employment gap in the surrounding area for this field. The proposed curriculum for the new concentration supports graduate success in the human resources career field and addresses key functional skills required in managerial positions. Through this program, a student is also prepared to obtain the Society for Human Resource Management (SHRM) Certification, an industry-standard credential. The program's new concentration is designed to encompass an Advanced Technical Certificate (ATC) in Human Resource Management that would provide an additional route for program completion for those who have taken business-related coursework.

The new courses are housed within the newly proposed Human Resource Management Concentration of the BAS in Supervision and Management degree. These classes help students achieve the SHRM Certification. The additional concentration, certificate program, and courses go into effect during the Fall 2022 Term (2023-1).

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

XXII. – XXIV. Diagnostic Medical Sonography

New Course: SON 1113 *Sonographic Cross-Sectional Anatomy*

Course Modification: SON 2150 *Neurosonology and Superficial Structures*

Program Modification: Diagnostic Medical Sonography, AS

Presenter: Merrybeth Etherton

The Diagnostic Medical Sonography Program wishes to add a new course, SON 1113 *Sonographic Cross-Sectional Anatomy*, to the program's core requirements. At the creation of the Diagnostic Medical Sonography (DMS) Program many years ago, the Florida State Course Numbering System (SCNS) did not have a specific course number for cross-sectional anatomy subject matter that specifically applied to sonography. The College has been using the course RTE 2762 *Cross-Sectional Anatomy* to designate this course and subject matter. RTE 2762 is to be replaced with SON 1113, which has the proper subject-specific prefix.

The new course and program modification go into effect during the Fall 2022 Term (2023-1).

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

Merrybeth shared that the course SON 2150 *Neurosonology and Superficial Structures* is moving from the summer term to the spring term within its course sequence; therefore, the current prerequisite and corequisite courses need to be changed as follows:

- SON 1112C *Obstetrics/Gynecology I* is to replace SON 2122C *Obstetrics/Gynecology II*.
- SON 2814L *Clinical Practicum II* is to replace SON 2824L *Clinical Practicum III*.

The course prerequisite and corequisite modifications go into effect during the Fall 2022 Term (2023-1).

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

XXV. – XXVIII. Nursing

Course Modifications: NUR 2744C *Advanced Comprehensive Nursing Care* and NUR 2762C *Health Professional to RN: Transition III*

Program Modifications: Nursing (Generic Track), AS and Nursing (Transition Track), AS

Presenter: Joan Connors

Joan explained the course modification proposals seek the following changes:

- Remove ENC 1102 *College Composition II* from the Associate in Science in Nursing degree Generic Option as a course prerequisite and co-requisite for NUR 2744 *Advanced Comprehensive Nursing Care*.
- Remove ENC 1102 *College Composition II* from the Associate in Science in Nursing degree Transition Option as a course prerequisite and co-requisite for NUR 2762C *Health Professional to RN: Transition III*.

These changes are meant to allow room in the program for the addition of a *Civics Literacy* course (per the recent Florida Department of Education mandate). The mandated civics course is being added as a requirement within the course sequence. Additionally, the prerequisite statement "Any HUM, REL, or PHI course" within the Catalog's Program Narrative is to be deleted; the specific course, HUM 2020 *Introduction to Humanities*, is to be listed as a required course.

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

XXIX. Adjournment

Orathai reminded the Council members that the next AQC meeting is scheduled for Tuesday, March 15, 2022. The proposal deadline for this meeting was Tuesday, February 15, 2022.

Earl Brown made a motion to adjourn the meeting; Greg Harris seconded. The meeting adjourned at 3:42 p.m.