

AQC MINUTES

Meeting:	Academic Quality Council
Date/Time:	September 27, 2017 3:00 p.m.
Locations:	Winter Haven Campus – WMS 124 Lakeland Campus – LAC 1243
Recorder:	Sarah Plazak
Attending Members:	Kim Thomas (on behalf of April Robinson), Gerene Thompson (acting as Dean of Academic Affairs - Lakeland), Rafaela Ellis, Earl Brown, Von McGriff, Mark Hartfield, Susan Moerschbacher, Greg Toole, Lisa Smelser, Ray Oberg, Maria Lehoczky, Christen Shea, Sandra Ward, Scott Duffy, and Haddy Touray
Attending Resource Members:	Donald Painter, Kathy Bucklew, Reggie Webb, Sylvester Little, and Kevin Jones
Other Faculty/Staff:	Annette Hutcherson, Anjali Parti, Mori Toosi, Ernie Ivey, Beverly Woolery, Patty Linder, and Sharon Kochanowski

Welcome

Orathai welcomed everyone. A quorum was reached at 3:00 pm.

I. Approval of Minutes from April 17, 2017:

Ray Oberg made a motion to approve; Earl Brown seconded. No further discussion; motion passed unanimously.

II. Information Items

Presenter: Orathai Northern

Orathai said that Captain Betty Holland of the Institute for Public Safety updated some of the course versions and titles in her certificates over the summer to make them compliant with the FLDE. Orathai also mentioned that the AA Review process will get underway this week, and will follow the same protocol as previously followed (although protocol will be changing in upcoming years).

III. Course Modification: PAD 4806 *Foundations of Public Administration*

Presenter: Maria Lehoczky

Maria Lehoczky proposed changing the course level number from PAD 4806 to PAD 3806. This course level (four thousand) has been very confusing for students, making them think that it should be taken toward the end of the program (because it is a higher level course); however, it should be one of the first courses they take. This change will only affect the level code: course content and objectives will remain the same.

Sylvester Little asked if there will be any implications with the Statewide Course Numbering System, and Maria said that there will not. Donald Painter further clarified that the course levels are determined by the institution, not by the state.

Christen Shea moved to approve; Greg Toole seconded. No further discussion; motion passed unanimously.

IV. New Program: Child Development Early Intervention Certificate

Presenter: Gerene Thompson on behalf of Karen Greeson

Gerene Thompson said that this will be a college-level certificate consisting of thirty-six credit hours that are already a part of the sixty-credit Early Childhood Education AS program. This certificate will assist those wishing to achieve tier-three certification of the Florida Early Care in Education Career Pathway. The pathway includes five tiers: tier one is the non-credit, state-mandated forty-five hours (achievable through Chantelle Hrubes program); tier two is the staff credential (FCCPC) which consists of four designated credit courses from the AS program; tier three is this proposed certificate; tier four is the AS; and tier five is the Early Childhood baccalaureate program. Other Florida College System institutions offering this certificate include Seminole State College, Santa Fe State College, and Eastern Florida State College.

Rafaela Ellis asked if it will be a terminal certificate or if it will be a step along the path to getting the degree. Gerene said that it is a certificate students can earn, but the idea is to get them on the path to the full AS degree. Maria Lehoczky asked if the certificate will utilize all of the existing courses from the AS program, and Gerene confirmed. Maria also asked how this certificate will relate to other certificates offered within the program and if they will build upon each other. Donald Painter said that they are a part of this one. Students can earn either the Preschool or the Child Care Center Management Certificates or both, and as students do more coursework, they can earn this certificate, eventually earning the degree. Donald said that Karen Greeson has found that students initially enter the program to earn the first certificate so they can get the FCCPC, a needed credential for running a childcare center. These students oftentimes say they cannot do college work, but once they pass the classes needed for the initial certificate, they are encouraged and motivated to move ahead. The certificates have become good scaffolding for getting students to the AS degree.

Maria Lehoczky moved to approve; Earl Brown seconded. No further discussion; motion passed unanimously.

V. Course Modification: EDF 1005 *Introduction to the Teaching Profession*

Presenter: Patty Linder

Patty Linder said that EDF 1005 is one of the state's three common prerequisites to enter any Bachelor of Education program, and the state has recently made some changes in the prerequisite requirements. Moving forward, new students will only need to take EDF 1005 because the course outcome list has been revised at the state level. This modification allows the College to be in compliance with these changes made by the state. The significant changes will be made to the course content. The other two courses will be continued at Polk State College as well.

Sylvester Little asked if students who have already taken the course will need to retake it to learn the additional content. Patty said that will not be necessary. They just rolled some of the diversity objectives that were in the diversity course into EDF 1005. She said that there will be no disadvantage to students who have previously completed the course. Students who are currently taking EDF 1005 also have to take the additional two common prerequisites (technology and diversity), but they will be receiving the same information. Scott Duffy asked if this change will make the course more comprehensive so that students do not have to take other courses, and Patty confirmed, saying students who are first-time-in-college this fall will only be required to take EDF 1005, but anyone who has already been in college will still take all three common prerequisites.

Sandra Ward asked how stop-out students will be handled, and if they will be required to retake the updated course. Patty and Donald confirmed that stop-out students will not be required to take the modified course.

Ray Oberg moved to approve; Mark Hartfield seconded. No further discussion; motion passed unanimously.

**VI-X. Course Modifications: EDG 4376 *Integrating Language Arts and Social Sciences*; EEC 4211 *Integrated Science, Math, and Technology in Early Childhood I*; EME 3410 *Integrating Technology in Math and Science: Grades K-6*; RED 3009 *Early and Emergent Literacy*; RED 4304 *Early Literacy Learning and Assessment: Pre-K to Grade 3*
Presenter: Patty Linder**

Patty said that each of these courses were created in 2014 when the program was initially approved by AQC; however, this was before the program had been submitted to and approved by the state. When the state approved the program in 2016, some revisions were made to the curriculum. These proposals will bring the courses into alignment with what the state approved.

Ray Oberg moved to approve; Maria Lehoczky seconded. No further discussion; motion passed unanimously.

**XI.-XXIV. Program End Terms: Web Design and Development (Microsoft.NET Web Programming); AS and Web Design and Development (Open Source); AS Course End Terms: CGS 2172C *E-Commerce Web Development*, COP 2332 *Introduction to Programming with Visual Basic.NET*, COP 2360 *Introduction to C# Programming*, COP 2362C *Advanced C# Programming*, COP 2805C *Advanced JAVA Web Development*, COP 2806C *JAVA Server Pages and Servlets*, COP 2812 *XML and Web Services*, COP 2823C *Advanced Microsoft Web Development*, COP 2841C *Advanced Web Programming with CGI/Perl*, COP 2843 *Advanced Programming in PHP*, COP 2848C *Server Side Scripting with ASP.NET*, COP 2940 *Web Development Internship and Practicum*
Presenter: Ernie Ivey**

Ernie Ivey proposed end terming both concentrations of the Web Design and Development AS degree due to low enrollment, lack of faculty, and program deletion by the Department of Education. It had been anticipated that the program would have sixty students by this point, but it currently has only five. Each of the courses being end termed were offered toward this degree, and their deletion will not affect any other programs.

Maria Lehoczky asked about the end terming of COP 2332 and if its content will be taught within a different course. Ernie said that a lower-level version of this course will be kept.

Kathy Bucklew asked if there is a teach-out plan for the currently enrolled students, and Ernie confirmed that there is.

Donald Painter suggested changing the program end term date from 2018-3 to 2018-1 because students will be allowed to select the program objective through 2018-3 if it is not changed. Changing the effective date to 2018-1 means that no students will be permitted to select the objective after the 2018-1 semester. Sarah Plazak notated this modification to the program proposals.

Greg Toole moved to approve; Mark Hartfield seconded. No further discussion; motion passed unanimously.

**XXV. Program Modification: Nursing (RN to BSN), BS
Presenter: Annette Hutcherson**

Annette Hutcherson said that within the AS degree, any HUM, REL, or PHI course has been acceptable, but the verbiage was never carried over to the baccalaureate program, so that program

was still listing individual courses within the humanities area. This modification will align the AS and BS programs regarding the humanities requirement.

Mark Hartfield moved to approve; Lisa Smelser seconded. No further discussion; motion passed unanimously.

**XXVI.- XXX. Course Modifications: NUR 3065 *Health Assessment*, NUR 3125 *Nursing Science and Pathophysiology*, NUR 3846 *Nursing Theory*, NUR 4775 *Evidence-Based Nursing Practice*, NUR 4827 *Nursing Leadership and Management*
Presenter: Annette Hutcherson**

Annette said that NUR 3825 is the first course that every student in the baccalaureate program must take, so it has been a prerequisite to all other courses. However, if students wish to attend college full time, they have to take something along with that course, and it has been requiring an advisor override for students to be able to take other courses. This modification will alleviate the need for advisor overrides by allowing NUR 3825 to be a prerequisite or a corequisite for NUR 3065, NUR 3125, NUR 3846, NUR 4775, and NUR 4827.

Ray Oberg moved to approve; Greg Toole seconded. No further discussion; motion passed unanimously.

**XXXI.-XXXII. Course Modifications: EPI 0020 *Professional Foundations* and EPI 0030 *Diversity*
Presenter: Beverly Woolery**

Beverly Woolery said that both EPI 0020 and EPI 0030 had a field experience corequisite of EPI 0940 and EPI 0945; however, EPI 0940 and EPI 0945 were both end term'd last year; therefore, the corequisites need to be removed from EPI 0020 and EPI 0030.

Maria Lehoczky moved to approve; Rafaela Ellis seconded. No further discussion; motion passed unanimously.

**XXXIII.-XXXV. Course Modifications: ETD 2364C-1,-2, and –T *Solidworks 1-3*
Presenter: Mori Toosi**

Mori Toosi proposed changing the titles of ETD 2364C-1,-2, and –T due to the current title being an actual brand name of a software. By using that name, the College is obligated to use that distinct product. Many other software products in 3D modeling are coming into the market, and Mori anticipates offering the same course content but using different software programs in the future; therefore, he proposed changing the title to *3D Computer Aided Drafting and Solid Modeling*.

Rafaela Ellis moved to approve; Ray Oberg seconded. No further discussion; motion passed unanimously.

**XXXVI.-XXXVIII. Program Modification: Occupational Therapy Assistant, AS
Course Modification: OTH 1520C *Pediatric Occupational Therapy and Lab*, OTH 2420C *Physical Dysfunction and Lab*
Presenter: Anjali Parti**

Anjali Parti said that the Department of Education has mandated that all occupational therapy assistant programs within the state increase by four credits. In order to accommodate this increase, it is proposed that Medical Terminology be added as a first term course in the program requirements beginning January 2019. This will add three credits to the program. The additional credit will be added to OTH 1520C.

Anjali also proposed modifying the prerequisite of OTH 2420C so that HSC 2554 can be both prerequisite and/or corequisite. This will alleviate the numerous advisor overrides that have been required.

Lisa Smelser inquired about the number of students who have applied for the program and the number who are accepted into the program. Lisa will report this information back to her colleagues regarding the anticipated increase in enrollment for HSC 1531. Anjali said that currently fifty-six students have applied for the program (the application window will close on Saturday, September 30, 2017), and they anticipate an additional twenty-four students taking HSC 1531.

Sandra Ward noted an error in the program number listed on the proposal (it should be 25535 instead of 25530), and Sarah Plazak notated this and will make the correction.

Gerene Thompson asked what the total number of program credits will be after the increase, and Anjali said that it will be seventy-four.

Greg Toole moved to approve; Ray Oberg seconded. No further discussion; motion passed unanimously.

Orathai reminded the committee that the next AQC meeting will be Monday, October 16, and the proposal deadline for that meeting is Friday, September 29.

Mark Hartfield made a motion to adjourn the meeting; Ray Oberg seconded. Meeting adjourned: 3:37 p.m.