

**POLK STATE COLLEGE  
ACADEMIC QUALITY COUNCIL MINUTES**

Meeting: Academic Quality Council (AQC)

Date/Time: March 15, 2022 at 3:00 p.m.

Location: Zoom: Videoconferencing

Recorder: Yvonne Velez

Attending Members: Julie Alexander, Orathai Northern, David Sutton, April Robinson, Earl Brown, Pamela Jones, Ben Pila, Dawn Drake, Greg Harris, Carolyn Orr, Koushik Banerjee, Margaret Strengel-Martinez, Megan Cavanah, Beth Lockett, Merrybeth Etherton, Dawnetta Wearing, Shavonda Harris, Courtlann Thomas, Lawrence Pakowski, Susan Morgan, Mary Clark, Sandra Ward-Jones, and Audrey Williams (on behalf of Bob Evans)

Faculty/Staff Guests: Maria Lehoczky, Andy Oguntola, Paul Howe, Joe Perez, Tristan Davison, John Woodward, and Sue Candia

**I. Welcome and Introductions**

Orathai Northern welcomed everyone and called the meeting to order. A quorum was reached at 3:02 p.m.

**II. Approval of Minutes**

Greg Harris made a motion to approve the meeting minutes from February 21, 2022; Margaret Strengel-Martinez seconded. No further discussion ensued; the motion passed unanimously.

**III. – XXI. Business and Technology: Hospitality**

New Courses: FSS 1001 *Introduction to Culinary Management*, HFT 1300 *Executive Housekeeping*, HFT 1410 *Front-Office Management*, HFT 1820 *Food Service Purchasing and Controls*, HFT 2008 *Hospitality Guest Service and Professionalism*, HFT 2210 *Hospitality Management and Leadership*, HFT 2276 *Resort and Hotel Operations Management*, HFT 2454 *Procurement for Hospitality Operations*, HFT 2736 *Destination Marketing*, and HFT 2800 *Principles of Food and Beverage Management*

New Programs: Associate in Science in Hospitality and Tourism Management, Event-Planning Management Certificate, Food and Beverage Management Certificate, Food and Beverage Operations Certificate, Food and Beverage Specialist Certificate, Guest-Services Specialist Certificate, Rooms-Division Management Certificate, Rooms-Division Operations Certificate, and Rooms-Division Specialist Certificate

**Presenter:** Maria Lehoczky

Maria introduced the business faculty members who collaborated to design the curriculum for the new Associate of Science in Hospitality and Tourism Management degree: Paul Howe, John Woodward, and Tristen Davidson.

The newly proposed degree program addresses a key Florida career field based on the *Local Targeted Occupations List* (LTOL), which is a list of occupations that are in local demand with high growth expectations or high wages. Supervisory positions in the restaurant and hotel sectors of this industry are consistently on the *Region 17 Targeted Occupations List* (i.e., Polk County). This sector is expected to accelerate in growth as the post-pandemic economy and travel continue to rebound.

The newly created college-credit certificate (CCC) programs serve as a career pathway in the hospitality industry, which is a growing industry in Polk County. There are three different areas of hospitality that are grouped as follows: food and restaurant management, lodging management, and event planning. Credits earned in any of these newly created CCC certificates can be applied toward the Associate in Science in Hospitality and Tourism Management degree program.

This program is designed to support the workforce needs of the restaurant, lodging, and event-planning sectors of the Hospitality and Tourism industry. All three sectors are integral to resort operations in Central Florida. Internship partnerships can be developed to support this program and its students through Florida LEGOLAND Resort and Walt Disney World Orlando Resort.

Mary Clark plans to submit a *New Program Prospectus* to the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) by January 2023. After the College receives approval, the new program and its courses can be created within Polk State's system and added to the *Polk State College Catalog/Student Handbook*.

Earl Brown made a motion to approve these programs and courses pending SACSCOC approval; Greg Harris seconded. No further discussion ensued; the motion passed unanimously.

XXII. – XXVI. **Informational Item:**

**Institute for Public Safety**

2022.07 Version of Curriculum: Correctional Officer Crossover to Florida CMS Law Enforcement Basic Recruit Training Certificate Program, Correctional Probation Officer Crossover to Florida Law Enforcement Academy Training Certificate Program, Florida CMS Correctional Basic Recruit Training Certificate Program, Florida Law Enforcement Academy Training Certificate Program, and Law Enforcement Officer Crossover to Florida CMS Correctional Basic Recruit Training Certificate Program

**Presenter:** Orathai Northern

Orathai read the following verbiage that was created by the Program Coordinator to explain program policies and revisions:

*Florida Administrative Code 11B* mandates that all Florida Basic Recruit Training Academies use the curriculum designed, revised, and approved by the Criminal Justice Standards and Training Commission. The curriculum is revised throughout the fiscal year as errors are found, laws change, and best practices are developed.

Each year on July 1, the new version is put into use, and per the *Florida Administrative Code*, the version that the academy class started under is to be reflected on the student's certificate.

**XXVII. Adjournment**

Orathai reminded the Council members that the next AQC meeting is scheduled for Monday, April 18, 2022. This meeting is reserved for the Annual Assessment Presentations.

Greg Harris made a motion to adjourn the meeting; Beth Lockett seconded. The meeting adjourned at 3:28 p.m.