

**POLK STATE COLLEGE
AQC MINUTES**

Meeting: Academic Quality Council

Date/Time: October 19, 2015, 3:00 p.m.

Locations: Winter Haven Campus – WMS 124
Lakeland Campus – LAC 1243

Recorder: Sarah Plazak

Attending Members: Donald Painter, Gerene Thompson, Sally Fitzgerald, Ben Gracy, Mark Hartfield, Susan Moerschbacher, Kaye Betz, Greg Toole, Natalie Whitcomb, Lisa Smelser, Lorrie Jones, Ray Oberg, Maria Lehoczky, Carolina Rodriguez, Sandra Ward, Chantell Harrell

Attending Resource Members: Ken Ross, Chris Fullerton, Sylvester Little, Larry Pakowski, Kathy Bucklew

Other Faculty/Staff:

Welcome

Patricia welcomed everyone. A quorum was reached at 3:01 pm.

I. Approval of Minutes from September 21, 2015:

Ray Oberg made a motion to approve the meeting minutes; Lorrie Jones seconded. No further discussion; motion passed unanimously.

**II. New Course Proposal: EEX 2083 *Motivating Students with Learning Disabilities*
Presenter: Beverly Woolery**

Beverly Woolery said that she had previously brought a one-credit course (EEX 2082) to AQC about students with learning disabilities because as of July 1, 2014, in order for all teachers to get recertified with professional teaching certificates, they are required to have twenty in-service points or take a one-credit course in SWD (students with learning disabilities). EEX 2082 has been successful, having ten to twenty or more students each term. The department would like to add a three-credit course EEX 2083 *Motivating Students with Learning Disabilities*. One of the reasons for this addition is that students can bank their hours. If students already have 120 in-service hours or six credits, and they take this three-credit course, this provides fifteen years of valid teaching certification. Also, this addition would make it more convenient for students to get the six credits needed (two three-credit courses) instead of experiencing credit overages. Overall, it has been found that offering more course options is a good way of drawing students to Polk State.

Ray Oberg asked if a student has already taken the one-credit course, could the student still take EEX 2083. Beverly answered, yes; students can bank any extra credits toward their next certification.

Lisa Smelser asked what the other three-credit options are. Beverly answered that Polk State offers numerous three-credit options depending on the student's subject area. Teachers can take almost any course to put toward a certification; it is very broad.

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

III. Program Modifications: Aerospace Administration, AS & Professional Pilot, AS Presenter: Eric Crump

Eric Crump said that this is a follow-up action to the new course proposal that was approved at last month's AQC meeting. These program modifications are to add the new course ASC 2560 *Introduction to Unmanned Aircraft Systems* as an elective to the Aerospace Administration and the Professional Pilot AS degrees.

Lorries Jones clarified that students must be American citizens in order to take ASC 2560. Eric answered yes; Kathy Bucklew and he have worked out the best way to accomplish documentation of this requirement.

Lorrie Jones moved to approve; Natalie Whitcomb seconded. No further discussion; motion passed unanimously.

IV. – VIII. Program Modifications: Digital Media Technology (Graphic Design Specialization) AS; Digital Media Technology (Video Production Specialization) AS; Digital Media Technology (Web Production Specialization) AS

New Course Proposals: GRA 2121C *Digital Publishing*, GRA 2150C *Image Editing with Photoshop*, DIG 2251C *Digital Audio Production*, CGS 2822C *Intermediate Web Development*, CGS 2829C *Advanced Web Development*

Course Modifications: CGS 2820C *Web Development Fundamentals*, DIG 2500C *Fundamentals of Interactive Design*, DIG 2940 *Digital Media Practicum and Portfolio*, DIG 2000 *Introduction to Digital Media*, GRA 2156C *Digital Illustration*, DIG 2330C *Lighting for Cinematography*, COP 2801 *JavaScript Fundamentals*, CTS 1441 *Database Fundamentals*, DIG 2284C *Advanced Digital Video and Sound*, DIG 2292C *Digital Post Production*, DIG 2341C *Motion Graphics for Digital Media*, DIG 2430C *Digital Storytelling*, GRA 2120C *Page Design and Layout*, GRA 2207C *Advanced Image Editing*, and GRA 2751C *Visual Design for Web*

Course End Term Proposals: CGS 2800C *Web Architecture and Design* and GRA 1206C *Fundamentals of Typography*

Presenter: Gregory Johnson

Gregory Johnson said that the Digital Media Program was last revised in 2012, and since then, a number of developments have occurred. Digital Media is a program that changes regularly due to ever-changing technology. The department would like to make some adjustments to the program that will allow students to use the latest-and-greatest technology to better prepare them for the workplace. He referred to the executive summary that listed general recommendations.

The original program had ten courses in the core and five for each of the three specializations: Graphic Design, Web Production, and Video Production. One of the program modifications is to change the core to nine courses and the specializations to six each.

Some courses have been changed or removed. MMC 1000 and MAR 2011 were removed as program requirements, and GRA 1206C *Fundamentals of Typography* was end termed along with CGS 2800C *Web Architecture*. The content of these courses was integrated into others. These changes will also address overlapping content found in some courses.

Between 2012 and 2015, Adobe changed from a buy-it-and-own-it-perpetually model to a creative suite model that allows one to pay annually to get all of the updates. This has been advantageous because software that was previously purchased individually is now more easily accessible as the annual update fee is the only applicable fee. Two examples of software this will allow the department to utilize are *Adobe Lightroom*, used by photography professionals the world over, and *Adobe Muse*, which allows students to use a WYSIWYG (what you see is what you get) editor that lets students design and focus on visual elements while the code is built in the background. The College is now able to integrate Adobe and other software like it into the curriculum without having to pay extra costs.

The course DIG 2341C *Motion Graphics for Digital Media* was previously available for both graphic design and video production students, but now it will be a requirement for those in the video production specialization. Another course, GRA 2156C *Digital Illustration*, was used to teach *Adobe Illustrator* and *Photoshop*. This course has been divided into two separate courses in order to more fully cover the different content. This change will better align the courses for possible future certifications.

Audio has been an area in need of strengthening, and the department has a nice facility to utilize. Previously, audio was integrated with video, but an audio-only course is needed. Gregory proposed adding DIG 2251C *Digital Audio Production* as an audio-only course that will teach students not only how to capture sound, but how to make changes to it and use effects on it (audio sweetening).

DIG 2430C *Digital Storytelling* was previously required as a core course for graphic design, video production, and web production, but this is being replaced in the Video Production Program to make it more specialized.

Sylvester Little asked how students who are in the old courses will be provided information that is as current as possible. Gregory answered that there is a transition plan, and if a student is close to completing the program and there is a course that has been changed that the student wants to take, there is a two-year teach-out plan in place to accommodate him or her.

Dr. Ross clarified the effective date for the changes, and Gregory said that the changes will be effective for the fall semester of 2016.

Patricia Jones asked Kathy Bucklew if she would assist Gregory with sending a letter to the students in these programs to notify them of these changes. Kathy said she would.

Kaye Betz asked if these changes will affect any of the courses being taught in the high schools, specifically in relation to dual enrollment. Gregory said that it should not affect credentialing, but the content will be changed because he will be incorporating more current technology into the curriculum. Donald Painter said that there is a list of courses from the core that are taught in the high schools. A new list of these core courses will be developed. Donald emphasized that specialization courses are not taught in the high schools, so there will be no need for changes related to those courses.

Gregory pointed out that after the suggestions received at the AQC meeting in April of 2015, he adjusted the language of the course descriptions of CGS 2822C *Intermediate Web Development* and COP 2801 *JavaScript Fundamentals* to make them less specific.

Carolina Rodriguez asked if the amount of credits will be changing, and Gregory said that they will not. She asked if students should work with the program director to transition to the new program. Gregory referenced the transition plan. Donald Painter said that they will recommend which path is most advantageous for the student. Gregory said that the website has been updated, so there will be current resources for students to consult. Ernie Ivey said that he will come to the advising meetings to go over the changes with the advisors.

Kaye Betz asked if these changes will allow the degrees to feed into programs at state universities. Gregory said that when the changes were built, they surveyed nationwide digital media programs to make them as similar as possible. Sylvester Little pointed out that these are AS degrees, which do not

have the same transferability into a university that an AA degree would have. Donald said that the College cannot guarantee transferability.

Kaye Betz asked if there were students who would take MMC 1000 that are not part of the programs, and Gregory confirmed. Donald said that historically MMC 1000 has had fifty percent of the students take it for the program, and the other fifty percent take it as an elective.

Kaye asked if the College is planning to eventually offer a bachelor's degree in digital media, and Gregory said that it is something for which he hopes.

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

Lorrie Jones made a motion to adjourn the meeting; Mark Hartfield seconded. Meeting adjourned: 3:35 p.m.