

ACADEMIC AFFAIRS COMMITTEE
January 21, 2011
Minutes

Present: Bob Austin, Diane Brice, Carol Buse, Craig Clifton, Matt Craig, Shawn Fouts, Ann Fry, John Gladstein, Judy Johnson, Russell Lowery-Hart, Judy Massie, Jerry Moller Carol Moore, Jason Norman, John Robertson, Jack Stanley, Carol Summers and Henry Wyckoff

Absent: Toni Gray and Danita McAnally

Others Present: Lana Jackson

Fry moved, seconded by Stanley to approve minutes from the January 14, 2011 meeting. The motion carried.

ALLIED HEALTH
Dental Hygiene

Donna Cleere submitted a request to update the Dental Hygiene program as follows:

- Replace SPCH 1318: Interpersonal Communication with any speech from the approved General Education Course List
- Replace MATH 1314: College Algebra or MATH 1332: Contemporary Mathematics to any math from the approved General Education Course List
- Replace SOCI 2319: Minority Studies with any Fine Arts or Humanities course from the approved General Education Course List

Brice moved, seconded by Norman to approve the recommended changes to the Dental Hygiene program. The motion carried.

ITT
Electrical Lineman

Ed Nolte submitted a request to add the following courses to the course inventory:

- ELPT 1391: Special Topics in Electrical and Power Transmission Installer – Distribution/Transmission Operations
Examination of overhead distribution and transmission practices and operations. Topics include installation of suspension insulators from structures, rescue and install phases with hot sticks and work with hand line from pole or ground. Principals of transformers, meter loops, capacitors, regulators, reclosures and sectionalizers are covered.
(3 sem hrs; 2 lec, 2 lab)
- ELPT 2380: Cooperative Education - Electrical and Power Transmission Installation/Installer
Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer and student. Under

the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component.

(3 sem hrs; 1 lec, 20 hrs work/week)

- ELPT 2464: Practicum - Electrical and Power Transmission Installation/Installer
Practical, general workplace training supported by an individualized learning plan developed by the employer, college and student.
(4 sem hrs; 40 hrs work/week)
- LNWK 1301: Orientation & Line Skill Fundamentals
Examination of utility company operations. Topics include company structure, safety and distribution standards handbook, lineman's tools, vocabulary and work procedures. Discussion of basic electrical systems including the history of power generation and distribution with emphasis on generating plants and substations.
(3 sem hrs; 2 lec, 2 lab)
- LNWK 1391: Special Topics in Lineworker – Underground Distribution Systems
Examination of underground electrical system layout and construction with emphasis on safety problems inherent with underground distribution. Topics include the proper use of special tools and equipment specific to underground distribution. Students will perform terminations and splices; disconnect, test and restore a pad mount transformer.
(3 sem hrs; 2 lec, 2 lab)
- LNWK 2322: Distribution Line Construction
Study of electric distribution line construction. Includes reading staking sheets and framing specifications, tailboard discussions, pole framing and setting, installing conductors, transformers and other line equipment, and OSHA and NESC regulations.
(3 sem hrs; 2 lec, 2 lab)
- LNWK 2324: Troubleshooting Distribution Systems
Study of power outages and voltage complaints on distribution systems. Includes lockout-tagout procedures, safety grounds, backfeed, induced voltage, causes of outages and analyzing voltage complaints.
(3 sem hrs; 2 lec, 2 lab)

The Academic Affairs Committee previously approved a request to pursue the development of an Electrical Lineman certificate. The request to pursue the program will be submitted to the Board of Regents for approval at the January 25, 2011 meeting. Once approved by the BOR the curriculum will be submitted to the Coordinating Board for approval.

Below is the proposed curriculum for the Electrical Lineman certificate:

ELECTRICAL LINEMAN

Program Advisor: Dr. Kim Hays, 335-4366 (kthays@actx.edu) or contact Ann Britt, 371-5451 (eabritt@actx.edu).

CERTIFICATE OF COMPLETION

Major Code – LINE.CERT

ELECTRICAL LINEMAN CERTIFICATE

Prepares individuals with the basic skills necessary to enter the electrical field as a Lineman, Meterman or Industrial Electrician.

Students must successfully pass a climb test and possess a current Commercial Driver's License (CDL) to enter the program.

SEMESTER HOURS

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DFTG 1325: Blueprint Reading & Sketching

EPCT 1307: Intro to Environmental Safety & Health

QCTC 1341: Statistical Process Control

TECM 1343: Technical Algebra & Trigonometry

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ELPT 1311: Basic Electrical Theory

ELPT 1391: Special Topics – Distribution/Transmission Operations

ELPT 2380: Cooperative Education – Electrical and Power Transmission Installation/Installer

ELPT 2464: Practicum - Electrical and Power Transmission Installation/Installer

IEIR 1312: Distribution Systems

IEIR 1310: Motor Controls

LNWK 1301: Orientation & Line Skill Fundamentals

LNWK 1391: Special Topics – Underground Distribution Systems

LNWK 2322: Distribution Line Construction

LNWK 2324: Troubleshooting Distribution Systems

TOTAL 43

Brice moved, seconded by Robertson to approve the addition of the Electrical Lineman courses and curriculum pending approval by the Board of Regents. The motion carried.

LANGUAGE, COMMUNICATION & FINE ARTS

Art

A request was submitted to add prerequisites to the following courses:

- ARTS 1312: Design II
Prerequisite: ARTS 1311

Norman moved, seconded by Craig to add ARTS 1311 as a prerequisite to ARTS 1312. The motion carried.

Interior Design

A request was submitted to delete the following courses from the AC course inventory:

- INDS 1319: Technical Drawing for Interior Design
- INDS 2305: Interior Design Graphic

A request was also submitted to replace the following courses in the Interior Design Certificate (INDS.CERT) and Interior Design Associate Degree (INDS.AAS):

- INDS 1319: Technical Drawing for Interior Design will be replaced by DFTG 1305: Technical Drafting
- INDS 2305: Interior Design Graphics will be replaced by DFTG 1309: Basic Computer-Aided Drafting

Craig moved, seconded by Johnson to approve changes in the Interior Design program. The motion carried.

Music

A request was submitted to update the following music course titles:

- MUEN 1143: Choral Union (Amarillo Civic Chorus Master Chorale)
- MUEN 2143: Choral Union (Amarillo Civic Chorus Master Chorale)
- MUEN 1144: Choral Union (Amarillo Civic Chorus Master Chorale)
- MUEN 2144: Choral Union (Amarillo Civic Chorus Master Chorale)

Robertson moved, seconded by Fry to approve Music title changes. The motion carried.

Catalog Publication Deadline

A request was submitted to change the catalog publication deadline from April 1 to March 1 each year beginning March 1, 2012. The request also suggests a target publication deadline of April 1 for the paper Program/Course guide. A disclaimer regarding Tuition and Fees which is currently listed in the catalog and must continue to be listed states, "Tuition and fees are subject to change by action of the Amarillo College Board of Regents."

Fry moved, seconded by Austin to approve change of the catalog publication deadline. The motion carried.

Marketable Skills

Lana Jackson and Patsy Lemaster submitted a request to:

- Add Marketable Skills Certificate to the list of degree and certificate awards available for completion at AC
- Remove Departmental Certificate from the list of degree and certificate awards available for completion at AC

Fry moved, seconded by Stanley to approve the addition of the Marketable Skills Certificate to the approved list of Degrees and Certificates. The motion carried.

Tech Prep

Lana Jackson submitted a request to remove the restriction requiring Tech Prep students to complete 6 hours of college credit prior to receiving credit at AC for completion of Tech Prep courses in high school.

Members of the Committee expressed concern about the quality of the Tech Prep course content and the process to award credit to Tech Prep students.

Moller suggested an ad hoc committee be formed to address concerns and develop a process to award Tech Prep credit. Committee membership will include Becky Burton, Lana Jackson, Diane Brice, John Robertson, Jason Norman, Shawn Fouts, Ann Fry and Rita Wilson. Diane Brice will chair the committee and a recommendation will be presented to the Committee prior to the final meeting of the Academic Affairs Committee.

Fry moved, seconded by Stanley to table the request until an ad hoc committee can present recommendations. The motion carried.