

ACADEMIC AFFAIRS COMMITTEE

February 4, 2011

Minutes

Present: Diane Brice, Carol Buse, Matt Craig, Shawn Fouts, Ann Fry, John Gladstein, Toni Gray, Judy Massie, Jerry Moller, Carol Moore, John Robertson, Jack Stanley, Carol Summers and Henry Wyckoff

Absent: Bob Austin, Craig Clifton, Russell Lowery-Hart, Jason Norman and Danita McAnally

Others Present:

Summers moved, seconded by Stanley to approve minutes from the January 21, 2011 meeting. The motion carried.

ALLIED HEALTH **Mortuary Science**

Lisa Meehan submitted a request to add the following statement to the Mortuary Science program description:

“A student will have 36 months to complete all major requirements.”

Robertson moved, seconded by Gray to approve the addition to the Mortuary Science program description. The motion carried.

Sonography

Bill Crawford and Cindy Manchester submitted a request to add the following courses to the course inventory:

- DMSO 1210: Introduction to Sonography
An introduction to the profession of sonography and the role of the sonographer. Emphasis on medical terminology, ethical/legal aspects, written and verbal communication, and professional issues relating to registry, accreditation, professional organizations and history of the profession.
Hours (2 sem hrs; 2 lec)
- DMSO 1166: Practicum I
Practical, general workplace training supported by an individualized learning plan developed by the employer, college and student.
Hours (1 sem hr; 10 practicum)
\$8.00 malpractice fee
- DMSO 1302: Basic Ultrasound Physics
Prerequisite: DMSO 1210
Basic acoustical physics and acoustical waves in human tissue. Emphasis on ultrasound transmission in soft tissues, attenuation of sound energy, parameters affecting sound transmission and resolution of sound beams.

- Hours (3 sem hrs; 3 lec)
- DMSO 2254: Neurosonology
Prerequisite: DMSO 1405
Normal and pathological neonatal head structures.
Hours (2 sem hrs; 2 lec)
 - DMSO 1167: Practicum II
Prerequisite: DMSO 1166
Practical, general workplace training supported by an individualized learning plan developed by the employer, college and student.
Hours (1 sem hr; 9 practicum)
\$8.00 malpractice fee
 - DMSO 1342: Intermediate Ultrasound Physics
Prerequisite: DMSO 1302
Continuation of Basic Ultrasound Physics. Includes interaction of ultrasound with tissues, mechanics of ultrasound production and display, various transducer designs and construction, quality assurance, bioeffects and image artifacts. May introduce methods of Doppler flow analysis.
Hours (3 sem hrs; 3 lec)
 - DMSO 1266: Practicum III
Prerequisite: DMSO 1167
Practical, general workplace training supported by an individualized learning plan developed by the employer, college and student.
Hours (2 sem hrs; 16 practicum)
\$8.00 malpractice fee
 - DMSO 2351: Doppler Physics
Prerequisite: DMSO 1342
Doppler and hemodynamic principles relating to arterial and venous imaging and testing.
Hours (3 sem hrs; 3 lec)
 - DMSO 2266: Practicum IV
Prerequisite: DMSO 1167
Practical, general workplace training supported by an individualized learning plan developed by the employer, college and student.
Hours (2 sem hrs; 18 practicum)
\$8.00 malpractice fee
 - DMSO 1391: Pediatric Sonography
Normal and pathological pediatric abdominal and pelvic structures as related to scanning techniques, patient history, transducer selection and scanning protocols.
Hours: (3 sem hrs; 3 lec)
 - DMSO 2166: Practicum V
Prerequisite: DMSO 2266
Practical, general workplace training supported by an individualized learning plan developed by the employer, college and student.
Hours (1 sem hrs; 9 practicum)
\$8.00 malpractice fee

- **DMSO 2257: Advanced Ultrasound Professionalism and Registry Review**
Prerequisites: DMSO 1405, DMSO 1302, DMSO 1342, DMSO 2405, DMSO 2353
Sonographic profession principles and scope of practice including legal and ethical issues for the sonographer. Department management procedures. Laboratory will include application of advanced techniques and instrumentation. Ergonomics of scanning and injury prevention. Essential concepts of registry preparation.
Hours (2 sem hrs; 2 lec, 1 lab)
- **DMSO 2267: Practicum VI**
Prerequisite: DMSO 2266
Practical, general workplace training supported by an individualized learning plan developed by the employer, college and student.
Hours (2 sem hrs; 18 practicum)
\$8.00 malpractice fee

The Academic Affairs Committee previously approved a request to pursue the development of a Sonography certificate and a Sonography AAS degree.

The Sonography certificate was approved by the THECB and the Academic Affairs Committee and implemented in the 2010-11 academic year.

The Sonography AAS degree will replace the certificate in the 2011-12 academic year.

Below is the proposed curriculum for the Sonography AAS degree :

Sonography (A.A.S.)

Program Advisor: Cindy Manchester, 356-3613, (ckmanchester21@actx.edu) or contact Cherie Clifton, 354-6007 (caclifton@actx.edu)

Associate in Applied Science Major Code - SONO.AAS

This program provides the basic skills required of a beginning staff medical sonographer. Upon satisfactory completion of the curriculum, the graduate will be eligible to write the national certification examinations administered by the American Registry for Diagnostic Medical Sonography (ARDMS).

To continue in the program, a student may repeat a DMSO course only one time and may repeat no more than two DMSO courses while enrolled in the program. The term "repeat" shall be interpreted to mean re-enrollment following withdrawal, drop, or unsatisfactory grade. A student will have 36 months to complete all major course requirements.

A grade of C or higher is required for satisfactory completion of each course in the curriculum.

A student seeking entry into Sonography must file a specific program application form and complete all additional admission procedures as required. Information is available on the Sonography website: www.actx.edu/sonography

General Education Requirements (15 Semester Hours)

Communication - 6 Hours

ENGL 1301 - Freshman Composition I

SPCH - Any approved Speech

Humanities/Fine Arts* - 3 Hours

Mathematics/Natural Sciences – 3 Hours

MATH - Any college-level mathematics course

Social/Behavioral Sciences* - 3 Hours**Major Course Requirements (38 Semester Hours)**

DMSO 1166 - Practicum I
DMSO 1167 - Practicum II
DMSO 1210 - Introduction to Sonography
DMSO 1266 - Practicum III
DMSO 1302 - Basic Ultrasound Physics
DMSO 1342 - Intermediate Ultrasound Physics
DMSO 1391 - Pediatric Sonography
DMSO 1405 - Sonography of Abdominopelvic Cavity
DMSO 2166 - Practicum V
DMSO 2254 - Neurosonology
DMSO 2257 - Advanced Ultrasound, Professionalism, and Review
DMSO 2266 - Practicum IV
DMSO 2267 - Practicum VI
DMSO 2351 - Doppler Physics
DMSO 2353 - Sonography of Superficial Structures
DMSO 2405 - Sonography of Obstetrics/Gynecology

Related Required Courses (12 Semester Hours)

HITT 1305 - Medical Terminology I
PHYS 1305 - Introductory Physics I
RADR 1317 - Radiographic Anatomy & Physiology I
RADR 1318 - Radiographic Anatomy & Physiology II

Total (65 Semester Hours)

Craig moved, seconded by Stanley to approve the addition of the Sonography courses and AAS curriculum pending approval by the Texas Higher Education Coordinating Board. The motion carried.

BEHAVIORAL STUDIES**Education**

A request was submitted to replace the Natural Sciences requirement in the Education – 4-8 (EDUC.AAT.4-8), Education – Elementary Generalist (EDUC.AAT.GEC) and Education – Elementary Specialist (EDUC.AAT EC-6):

- “PHYS 1415 and PHYS 1417 preferred, or any 8 hours from the approved Natural Sciences section of the General Education Course List”

Fry moved, seconded by Gladstein to update the Natural Science requirement in the Education programs. The motion carried.

BUSINESS**Computer Information Systems**

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

- CPMT 1309
- GAME 1403
- GAME 1406
- INEW 2434

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

- GAME 1303: Introduction to Game Design
Introduction to electronic game development and game development careers. Includes examination of history and philosophy of games, the game production process, employee factors for success in the field and current issues and practices in the game development industry.
Hours (3 sem hrs; 2 lec, 3 lab)
- GAME 1306: Design and Creation of Games
Introduction to game and simulation development. Includes analysis of existing applications and creation of a game using an existing game engine. In-depth coverage of the essential elements of game design. Also covers an overview of cultural history of electronic games, survey of the major innovators and examination of the trends and taboos that motivate game design.
Hours (3 sem hrs; 2 lec, 3 lab)
- INEW 2334: Advanced Web Page Programming
Prerequisite: ITSE 1311
Web programming using industry-standard languages and data stores. Design, code and implement a dynamic web site; and develop connectivity between data store and web site.
Hours (3 sem hrs; 2 lec, 3 lab)

A request was submitted to update the following CIS course titles, prerequisites and corequisites in the AC course inventory:

- BCIS 2390: Systems Analysis I
Prerequisites: COSC 1415
- BCIS 2431: Visual Basic Programming
Prerequisites: COSC 1415
- COSC 1415: Programming Techniques and Logic Design I
Prerequisite: BCIS 1305 or instructor consent
- INEW 2334: Advanced Web Programming
Prerequisite: ITSE 1311
- ITNW 1280: Computer Systems, Networking and Telecommunications
- ITNW 1316: Network Administration
Prerequisites: CPMT 1305
- ITSC 1407: Unix Operating System I
Prerequisite: COSC 1415
- ITSE 1418: Introduction to COBOL Programming
Prerequisite: COSC 1415

- ITSY 1400: Fundamentals of Information Security
Prerequisite: CPMT 1305

A request was submitted to update the following CIS course descriptions:

- CPMT 1305: IT Essentials I: PC Hardware and Software
Prerequisite: BCIS 1305 or instructor consent
Provides comprehensive overview of computer hardware and software and an introduction to advanced concepts.
- ITSC 1402: Computer Control Language
Use of system control language on mid-range/mainframe computers. Topics include command formats, file management, job scheduling, resource management and utilities.
- ITSC 2335: Application Software Problem Solving
Utilization of appropriate application software to solve advanced problems and generate customized solutions.
- ITSC 2437: UNIX Operating System II
Continued study of the UNIX operating system commands. Includes topics such as CGI and scripting languages.
- ITSE 1311: Beginning Web Programming
Prerequisite: BCIS 1305 or instructor consent
Skill development in web programming including mark-up and scripting languages. Create web sites utilizing a markup language and develop interactive web sites.
- ITSE 1414: Introduction to RPG Programming
Introduction to computer programming using RPG. Emphasis on the fundamentals of structured design, development, testing, implementation and documentation. Includes language syntax, data and file structures, input/output devices and files.
- ITSE 2347: Advanced Database Programming
Prerequisite: ITSE 2409
Database development using complex database programming techniques emphasizing multiple interrelated files, menu design, security implementation and multiple access.
- ITSE 2402: Intermediate Web Programming
Techniques for Web development. Includes server-side and client-side scripting.
- ITSE 2409: Database Programming
Prerequisites: BCIS 1305
Database development using database programming techniques emphasizing database structures, modeling and database access.
- ITSE 2417: Java Programming
Prerequisite: COSC 1415 or instructor consent
Introduction to object-oriented Java programming including the fundamental syntax and semantics of Java for applications and web applets.
- ITSE 2459: Advanced Computer Programming
Prerequisite: COSC 1415 or instructor consent
Advanced programming techniques including file access methods, data structures, modular programming, program testing and documentation.

Stanley moved, seconded by Brice to approve changes to the CIS courses. The motion carried.

Management

A request was submitted to add BMGT 1171: Customer Service to the following Management programs:

- Business Management Certificate (BMGT.CERT)
- Business Management – Management Short-Term Certificate (BMGT.SHCT.MGMT)
- Business Management – Entrepreneurship Certificate (BMGT.CERT.SBM)

Add BMGT 1373: Professional Image Development and remove the Free Elective from the following program:

- Business Management AAS (BMGT.AAS)

Fry moved, seconded by Gray to approve changes. The motion carried.

Delete the following program from the program inventory:

- Business Management – Convenience Store management Short-Term Certificate (BMGT.SHCT.CNVS)

Craig moved, seconded by Massie to approve changes. The motion carried.

Delete the following course from the AC course inventory:

- BMGT 1303: Principles of Management

Make the following changes to the BMGT.AAS program:

- Add MRKG 2333: Principles of Selling to list of Management Electives
- Delete BMGT 1303: Principles of management
- Move BMGT 1373: Professional Image Development and BMGT 1171: Customer Service to Major Course Requirements
- Delete the 3 hour Elective
- Increase the Major Course Requirements from 36 to 40 hours
- Reduce total hours from 64-70 to 61-65 semester hours

Gray moved, seconded by Stanley to approve changes to the Business Management (BMGT.AAS) program. The motion carried.

A request was submitted to add the following courses to Entrepreneurship Certificate and increase the total semester hours from 15 to 25 hours:

- ACCT 2301: Principles of Accounting I or ACNT 1303: Introduction to Accounting
- BMGT 1171: Customer Service

- MRKG 1311: Principles of Marketing
- MRKG 2333: Principles of Selling

Robertson moved, seconded by Buse to approve changes to the Business Management – Entrepreneurship Certificate (BMGT.CERT.SBM) program. The motion carried.

A request was submitted to add SPCH 1321 as an alternative to BMGT 2305 in the Call Center management Certificate.

Craig moved, seconded by Stanley to approve changes to the Call Center Management (BMGT.AAS) program. The motion carried.

LANGUAGE, COMMUNICATION & FINE ARTS

Architecture

A request was submitted to make changes to the Pre-Architecture program. It was withdrawn pending clarification from the Co Board on the requirements of cross-listing ACGM and WECM courses.

Academic Appeals Subcommittee

Norman was sick and unable to attend the meeting. His request will be presented at a later meeting.