ACADEMIC AFFAIRS COMMITTEE
November 30, 2007
Minutes

Present: Paul Matney, Bob Austin, Robert Boyd, Diane Brice, Sally Evans, Toni Gordy, Ann Hamblin, Judy Jackman, Michael Kopenits, Duane Lintner, Courtney Milleson, Jerry Moller, Ed Nolte, Rathna Prabhakar

Absent: Shawna Lopez, Jim Powell, LaVon Barrett

Others: Mark Rowh

Announcements: Matney discussed planning sessions with architects. Matney also reminded the committee to attach advisory committee recommendations when making changes to curriculum.

BUSINESS DIVISION
Real Estate

Lintner discussed the request of the Real Estate department regarding the addition of the 2-hour "canned" **RELE 1207: Real Estate Investment** course in the curriculum as an option to the 3 hour **RELE 1307: Real Estate Investment** in the Real Estate curriculum. The 2 hour course is online and provided by an outside entity.

Moller motioned, seconded by Kopenits to approve the addition of RELE 1207: Real Estate Investment as an option in the Real Estate AAS degree (RELE.AAS), Real Estate Certificate (RELE.CERT) and Salesperson Certificate (RELE.CERT.SAL). The committee approved the motion.

SCIENCES & ENGINEERING
Electronics Technology

Jack Stanley and Doug Pickle submitted changes for Electronics Technology curriculum. Prabhakar indicated that every 3 years the WECM Electronics Technology Advisory Board meets. Because technology changes so rapidly, courses and program requirements must be evaluated and updated on a regular basis. The changes submitted are recommended by WECM advisory committee.

Boyd motioned, seconded by Austin to accept the Electronics Technology changes submitted. Changes include the inactivation of CETT 2248/2249:Research & Project Design I and II, INTC 1312: Intro to Instrumentation and Safety, ITNW 1342: Information Technology Security, ITNW 1300: Network Technologies, ITNW 2301: Administering Microsoft Windows NT , ITNW 2339: Advanced Network Administration for Novell Netware and ITNW 2353: Supporting

Proxy Services; activation of CETT 2449: Research & Project Design, INTC 1350: Intro to Instrumentation and ITSY 2300: Operating System Security; and replacing Jack Stanley with Doug Pickle as the program advisor for the electronics and instrumentation programs. The motion carried.

Engineering

Wetzel previously submitted a request to add **ENGR 2332: Mechanics of Materials** to the Engineering curriculum listed in the ACGM. The request was tabled until she provided additional information requested by the committee. Wetzel provided more detailed information to the committee to justify the need for the course.

Nolte motioned, seconded by Kopenits to approve the addition of ENGR 2332: Mechanics of Materials to the course inventory/catalog and engineering curriculum. The motion carried.

Wetzel also submitted a request to add a unique needs course, **ENGR 1371: Introduction to Engineering**. The unique needs course request has been submitted with all supporting documentation to the Coordinating Board. Although the Co Board has not approved the application, Brenda Berry has indicated that it should be approved.

Milleson motioned, seconded by Prabhakar, to recommend the addition of ENGR 1371: Introduction to Engineering to the course inventory/catalog and the engineering curriculum pending Coordinating Board approval. The motion carried.

NOTE: Confirmation of approval by the Coordinating Board was received 12/20/07.

ALLIED HEALTH
Occupational Therapy Assistant

Mark Rowh presented the request of Sheree Talkington to reduce the number of lecture hours in OTHA 1419: Therapeutic Interventions I and replace it with OTHA 1319: Therapeutic Interventions I. The reduction is a preferred combination according to WECM and will result in a single hour decrease in the total hours of the program.

Hamblin motioned, seconded by Jackman to replace OTHA 1419: Therapeutic Interventions I with OTHA 1319: Therapeutic Interventions I and reduce the lecture by 1 hour. The motion carried.

Talkington also recommended a change in OTHA 1211: Occupational Performance Across the Lifespan from a 2 hour lecture to a 1 hour lecture with a 3 hour lab course.

Austin motioned, seconded by Kopenits to change OTHA 1211: Occupational

Performance Across the Lifespan from a 2 hour lecture to a 1 hour lecture 3 hour lab course. The motion carried.

BUSINESS
Computer Information Systems

Lintner indicated the needs of industry require a career foundation model beginning at the high school level and students need to develop a core of technology skills for employment. Lintner requested a change from BUSI 1301: Introduction to Business to CPMT 1349: Computer Networking Technology in the Computer Information Systems AAS degree and certificate and a change from COSC 2430: Programming Techniques and Logic II to BCIS 1401: Microcomputer Applications in the Computer Information Systems AS degree. These changes will bring the CIS degrees in line with the suggested "Career Foundation Model".

Prabhakar motioned, seconded by Evans to approve the recommended changes to the CIS curriculum. The motion carried.

LANGUAGE, COMMUNICATION & FINE ARTS
Visual Arts/Graphic Design

Boyd indicated the need to add pre-requisites to IMED 1316: Web Page Design I. Students enrolling in the course need a foundation in Adobe Photoshop. Since there are currently no pre-requisites, students cannot be successful without the necessary foundation.

Moller motioned, seconded by Milleson to add prerequisites of ARTC 1325: Introduction to Computer Graphics or PHTC 1300: Photo Digital Imaging I or permission of the instructor to IMED 1316: Web Page Design I. The motion carried.

Boyd discussed the request to change the Humanities requirement in ARTS.AS from "Literature" to any approved humanities course on the General Education course list.

Jackman motioned, seconded by Nolte to change the Humanities requirement in the ARTS.AS curriculum from "Literature" to any approved humanities course. The motion carried.

CATALOG REFORMATTING

Moore discussed with the committee the change in formatting of the Computer Information Systems and Radio-TV associate degrees. There are currently 5 different Computer Information System degrees and 2 different Radio/TV degrees. According to the Coordinating Board, if multiple degrees have more than 50% of their content in common the Co Board considers it one degree. Since the CIS and Radio/TV degrees

have more than 50% of their content overlapping, these need to be collapsed into two degrees with multiple options.

SIX DROP RULE

Brice presented the AC policy on the Six-Drop limit legislation.

Brice proposed the new policy be placed in the 2008-09 catalog under the "Changing Course Status" and is effective in the Fall 2007 semester. All exceptions will be processed and approved in the Registrar's Office. Brice intends to post the information on the website. Members of the committee asked that the information be disseminated as broadly as possible.

Boyd motioned, seconded by Moller to approve the Six Drop Policy and place it in the catalog. The motion carried.

ACADEMIC AFFAIRS COMMITTEE
Friday, November 30, 2007
Library 112, 9:00am

Tabled items from prior Academic Affairs meeting (please bring documentation):

- BUSINESS DIVISION
    - ✓ Real Estate
- SCIENCES & ENGINEERING
    - ✓ Electronics Technology
    - ✓ Engineering

New items:

- ALLIED HEALTH

    check w/ Bill Crawford

    - o Occupational Therapy Assistant (Green)
- BUSINESS DIVISION
    - ✓ CIS (Blue)
- LANGUAGE, COMMUNICATION & FINE ARTS
    - ✓ Visual Arts (Yellow)
- CATALOG RE-FORMATTING (Catalogs)
    - o CIS A.A.S
    - o Radio/TV A.A.S.

Attachments

To the Academic Affairs Committee

1.   DIVISION OF SCIENCES & ENGINEERING and the MATHEMATICS AND ENGINEERING DEPARTMENT, Jack Stanley, Sciences and Engineering Division Chair and Kathryn Wetzel, Department Chair wish to add ENGR 2332 to the offerings of the Mathematics and Engineering Department.

2.   STATEMENT OF REQUEST:
   a) Add a three hour course ENGR 2332, Mechanics of Materials, to the list of Engineering Courses on page 125 of the current catalog. (See Part 4 below for description and prerequisites.)
   b) Add ENGR 2332 to the degree curriculum on page 65 of the current catalog. The course would be included under "Optional Courses" as most (approximately 80%), but not all, of the engineering majors are required to take this course for their four year degree.

3.   RATIONALE:
   ENGR 2332 Mechanics of Materials is listed on page 63 of the Academic Course Guide Manual (see attached). In order to more closely align the Engineering curriculum with the courses offered in other two and four year institutions (such as WTAMU and TTU), we propose the addition of an ENGR 2332 Mechanics of Materials course. When our engineering majors who specialize in **mechanical, civil and aeronautical engineering** (approximately 80% of our engineering majors) transfer to their four year institutions, the lack of this class creates scheduling difficulties and adds a semester or sometimes a year to the length of time required to complete their degree as it is a prerequisite to their junior and senior level coursework. This course is also required as part of the new aeronautical engineering emphasis supported by the Wagner Peyser grant.

4.   AFFECTED CURRICULUM/COURSE DESCRIPTIONS:
   ADD: **ENGR 2332   Mechanics of Materials**
   Prerequisite: A grade of C or better in ENGR 2301, Engineering Mechanics I, or consent of the Department Chair. Stresses, deformations, stress-strain relationships, torsions, beams, shafts, columns, elastic deflections in beams, combined loading, and combined stresses. (3 sem hr: 3 lec)

5.   PAGES REFERENCED in the current catalog: **Curriculum for Engineering, ENGR.AS.GEN, on page 65; and course descriptions on pages 125** (see attached pages).

6.   SEMESTER CHANGE EFFECTIVE: Spring 2008.

7.   FACULTY AND STAFF REQUIREMENTS: Existing faculty will teach this course. The Wagner Peyser grant provides money for release time needed to develop this course.

8.   FACILITIES: No change to facilities is requires. This course will be taught in existing classrooms. The Wagner Peyser grant provides the necessary money for the hands-on models needed for demonstration purposes.

9.   INCOME PROJECTION: This course will serve 30-60 students a year. The Wagner Peyser grant brought a little over $230,000 into the AC budget for development of three courses to support an aeronautical emphasis in our engineering associate degree, one course of which is ENGR 2332 Mechanics of Materials.

ENGR 2304   Programming for Engineers

Introduction to computer programming. Emphasis on the fundamentals of structured design, development, testing, implementation, and documentation. Includes coverage of language syntax, data and file structures, input/output devices, and disks/files.

Approval Number..11.0201.52 07
CIP Area.. Computer & Information Sciences
maximum SCH per student 12
maximum SCH per course 4
maximum contact hours per course...96

ENGR 2305   Circuits I for Electrical Engineering

Principles of electrical circuits and systems. DC, transient, and sinusoidal steady-state analysis. This course must have three lecture hours per week and could include one hour per week of a lab. Prerequisite: up to 12 SCH of calculus.

Approval Number...14.1001.51 10
CIP Area..Electrical Engineering
maximum SCH per student...3
maximum SCH per course 3
maximum contact hours per course...64

ENGR 2332   Mechanics of Materials *(3 SCH version)*
ENGR 2432   Mechanics of Materials *(4 SCH version)*

Stresses, deformations, stress-strain relationships, torsions, beams, shafts, columns, elastic deflections in beams, combined loading, and combined stresses.

Approval Number..14.1101.51 10
CIP Area... Engineering
maximum SCH per student 4
maximum SCH per course 4
maximum contact hours per course...64

EMSP 2434: Medical Emergencies
Prerequisites: EMSP 2266, BIOL 2401, MATH from approved list
Corequisites: EMSP 2430, EMSP 2444
A detailed study of the knowledge and skills necessary to reach competence in the assessment and management of patients with medical emergencies.
(4 sem hrs; 3 lec, 3 lab) (PMT 4304)#

EMSP 2444: Cardiology
Prerequisites: EMSP 2266, BIOL 2401, MATH from approved list
Corequisites: EMSP 2430, EMSP 2434
Assessment and management of patients with cardiac emergencies. Includes basic dysrhythmia interpretation, recognition of 12-lead EKGs for field diagnosis, and electrical and pharmacological interventions.
(4 sem hrs; 3 lec, 3 lab) (PMT 4315)#

EMSP 2458: Critical Care Paramedics
Prepares healthcare personnel to function as members of critical care transport.
(4 sem hrs; 4 lec, 1 lab)

ENGINEERING

ENGR 1304*: Engineering Graphics
Prerequisite: One year high school drafting or DFTG1309 or consent of instructor
Use of orthographic principles for engineering, drafting and architecture majors. Basic orthographic projection principles, auxiliary views, intersection of planes, parallelism, perpendicularity, mining and engineering problems, concurrent vectors, plane tangencies, intersection of surfaces, developments, shades, shadows and perspective projections. Introduction to computer graphics.
(3 sem hrs; 2 lec, 3 lab) (ENGR 3123)#

ENGR 1307*: Surveying
Prerequisite: MATH 1316
Use of instruments; direct and tachometric linear measurement; elevation and angle measurement; determining directions; traverses, errors and adjustment; area and earthwork; calculations, observations for meridian, land surveying.
(3 sem hrs; 2 lec, 3 lab) (ENGR 4163)#

ENGR 2301*: Engineering Mechanics I - Fall Only
Prerequisites: PHYS 2425, MATH 2414 with a grade of C or higher
Vectors, vector algebra, forces, force systems, equilibrium of rigid bodies, analysis of trusses, friction, particle kinematics, particle kinetics, particle work and energy.
(3 sem hrs; 3 lec) (ENGR 4213)#

ENGR 2302*: Engineering Mechanics II - Spring Only
Prerequisites: ENGR 2301, Math 2415 with a grade of C or higher
Particle dynamics, particle impulse and momentum, area and mass moments, rigid body kinetics, rigid body dynamics including forces, work, energy, impulse and momentum.
(3 sem hrs; 3 lec) (ENGR 4223)#

ENGR 2332: MECHANICS OF MATERIALS

ENGR 2405*: Electrical Circuits - Spring Only
Prerequisites/Corequisites: PHYS 2426, MATH 2415 with a grade of C or higher
Linear circuit elements; circuit analysis, transient and steady state; network-theorems; laboratory measurement of circuit phenomena. For engineer majors.
(4 sem hrs; 3 lec, 3 lab) (ENGR 4254)#

COSC 1317*: Computer Programming for Engineers and Scientists - Spring only
Prerequisites/Corequisites: A grade of C or higher in MATH 2413
Current engineering programming language (C, C++ or other); problems in engineering applications and numerical analysis.
(3 sem hrs; 3 lec, 3 lab) (MATH 4823)#

COSC 1436*: Programming Fundamentals I - Fall only
Prerequisites: A grade of C or higher in Math 1348 or Math 2412 or consent of the Department Chair
Introduces the fundamental concepts of structured programming. Topics include software development methodology, data types, control structures, functions, arrays, and the mechanics of running, testing, and debugging. This course assumes computer literacy.
(4 sem hrs; 3 lec, 2 lab)

COSC 1437*: Programming Fundamentals II - Spring only
Prerequisites: A grade of C or higher in COSC 1436
Review of control structures and data types with emphasis on structured data types. Applies the object-oriented programming paradigm, focusing on the definition and use of classes along with the fundamentals of object-oriented design. Includes basic analysis of algorithms, searching and sorting techniques, and an introduction software engineering.
(4 sem hrs; 3 lec, 2 lab)

COSC 2436*: Programming Fundamentals III - Fall only
Prerequisites: A grade of C or higher in COSC 1437
Further applications of programming techniques, introducing the fundamental concepts of data structures and algorithms. Topics include recursion, fundamental data structures (including stacks, queues, linked lists, hash tables, trees, and graphs), and algorithmic analysis.
(4 sem hrs; 3 lec, 2 lab)

COSC 2425*: Computer Organization and Assembly Language Programming - Spring only
Prerequisites: A grade of C or higher in COSC 1437
Syntax and semantics of a typical assembly language; macros and macro processors; design, construction, and execution of assembly language programs; data representation; and addressing techniques.
(4 sem hrs; 3 lec, 2 lab)

ENGLISH

ENGL 0301: Basic Grammar and Writing I
Prerequisite: Acceptable THEA writing test scores or equivalent on state-approved alternative tests
Practice in formulating simple and compound sentences, simple tense formation, basic subject-verb agreement, punctuation and basic spelling rules. Practice in writing clear, logically developed paragraphs using standard American English.
(3 sem hrs; 3 lec, 1 lab)

EMSP 2348: Emergency Pharmacology

ELECTIVE 3

TOTAL 66

EMERGENCY MEDICAL SERVICES PROFESSIONS

Program Advisor: Paul Whitfield, 354-6077 (whitfield-pe@ actx.edu) or contact the Allied Health Division, 354-6055

CERTIFICATE OF COMPLETION
Major Code - EMSP.CERT

Contact the Testing Center or the Program Advisor for testing requirements. Testing requirements are based on the unique needs of the certificate program.

This program is designed for students who wish to earn a Certificate of Completion in addition to completing the academic, clinical, and field internship requirements for certification through the Texas Department of Health as a Paramedic. Successful completion also meets eligibility requirements for the National Registry of EMTs Paramedic examination process. Successful completion of selected course work satisfies the academic, clinical and field internship requirements for prospective certification with the Texas Department of Health and the National Registry of EMTs as an Emergency Medical Technician (EMT) Basic, or EMT Intermediate.

A grade of C or higher is required for satisfactory completion of all courses in this curriculum.

EMSP 1501 and EMSP 1163 are open-admission courses; satisfying admission requirements to Amarillo College will satisfy admission requirements to these courses. A student seeking admission into any EMSP course other than EMSP 1501 and EMSP 1163 must file a specific program application form and/or requirements prior to course enrollment.

SEMESTER HOURS

MAJOR COURSE REQUIREMENTS 40

EMSP 1147: Pediatric Advanced Life Support
EMSP 1149: Pre-Hospital Trauma Life Support
EMSP 1163: Clinical - Emergency Medical Technology/
   Technician
EMSP 1438: Introduction to Advanced Practice
EMSP 1455: Trauma Management
EMSP 1456: Patient Assessment and Airway Management
EMSP 1501: Emergency Medical Technician - Basic
EMSP 2135: Advanced Cardiac Life Support
EMSP 2266: Practicum/Field Experience I
EMSP 2267: Practicum/Field Experience II
EMSP 2430: Special Populations
EMSP 2434: Medical Emergencies
EMSP 2444: Cardiology
EMSP 2348: Emergency Pharmacology

RELATED REQUIRED COURSES 11
Mathematics/Natural Sciences
   MATH 1332: Contemporary Mathematics I (or any
      MATH*)
   BIOL 2401: Human Anatomy and Physiology I
   BIOL 2402: Human Anatomy and Physiology II

TOTAL 51

ENGINEERING

Program Advisor: Dr. Kathryn Wetzel, 371-5097 (wetzel-kc@ actx.edu) or Chair, Sciences and Engineering Division, 371-5092

ASSOCIATE IN SCIENCE
Major Code - ENGR.AS.GEN

Provides basic courses for the first two years of a four or five-year curriculum leading to a Bachelor of Science degree. Designed to accommodate most specialties in engineering. Credits generally transfer to an engineering college. #MATH 2413: 3 hours satisfy General Education Requirements; additional hour will satisfy engineering major transfer to four-year institutions.

SEMESTER HOURS

GENERAL EDUCATION REQUIREMENTS* 42
Communication
   ENGL 1301: Freshman Composition I
   ENGL 1302: Freshman Composition II
   SPCH 1321: Business and Professional Speaking
Social/Behavioral Sciences
   HIST 1301: History of the U.S. I
   HIST 1302: History of the U.S. II
   GOVT 2305: Government of the U.S.
   GOVT 2306: Government of Texas
   Social/Behavioral Sciences* Elective
Humanities/Fine Arts
   Humanities*
   Fine Arts*
Mathematics/Natural Sciences
   MATH 2413: Calculus I#
   PHYS 2425: Principles of Physics I
   PHYS 2426: Principles of Physics II

MAJOR COURSE REQUIREMENTS 18
MATH 2414/2415: Calculus II and III
MATH 2320: Differential Equations
ENGR 2301: Engineering Mechanics I[1]
CHEM 1311/1111: Principles of Chemistry I/Lab

RECOMMENDED COURSES 6
Student will be advised for other courses based on the university to which they plan to transfer.

TOTAL 66

Optional Courses:
ENGL 2311: Technical Writing
ENGR 1304: Engineering Graphics
ENGR 1307: Surveying
ENGR 2302: Engineering Mechanics II[1] *— ENGR 2322 MECHANICS OF MATERIALS*
ENGR 2405: Electrical Circuits
COSC 1436: Programming Fundamentals I
COSC 1437: Programming Fundamentals II
COSC 1317: Computer Programming for Engineers and
   Scientists
GEOL 1303/1103: Physical Geology and Lab
GEOL 1304/1104: Historical Geology and Lab
CHEM 1312/1112: Principles of Chemistry II/Lab
CHEM 2323/2223: Organic Chemistry I/Lab
CHEM 2325/2225: Organic Chemistry II/Lab
MATH 2318: Linear Algebra
1 Consult with the program advisor prior to enrollment in this course.

ENGINEERING COMPUTER SCIENCE

Program Advisor: Mark Usnick, 371-5239 (usnick-mc@actx. edu) or chair, Sciences and Engineering Division, 371-5092

ASSOCIATE IN SCIENCE
Major Code - ENGR.AS.COMPSC

Provides the first two years of a four year Bachelor of Science degree in computer science, software engineering, or computer

MEMO

TO: Bill Crawford, Allied Health Division Chair
         Academic Affairs
FROM: Sheree Hilliard Talkington, OTA Program Director
DATE: November 26, 2007
RE: Change of hours

Per the attached request from OTA instructor Jennie Sparks regarding OTHA 1419 Therapeutic Interventions I, please consider a decrease in lecture time from 3 hours weekly to 2. This is a preferred combination according to WECM for a 3 semester hour course with lab. The change will result in a single hour decrease in the total hours of the program.

In addition, please consider a revision of lab and lecture hours for OTHA 1211 Occupational Performance across the Lifespan. The change will be from a 2 hour lecture course to a 1 hour lecture with 3 hour lab course. The resulting number of contact hours is unchanged. This is a preferred combination according to WECM for a 2 hour semester class with lab. Previously this course did not include a lab component. After the first year of instruction, students suggested adding a lab component. This is in keeping with ACOTE standards and similar to other Texas colleges offering OTHA 1211.

Thank you for your kindest consideration of this request.

Attached: J. Sparks memo 11/19/07
           Technical course inventory
           Program revision form

To: Sheree Talkington, M.A., OTR

From: Jennie Sparks, M.Ed. COTA

Date: November 19, 2007

Subject: Decreasing class time for OTHA 1419

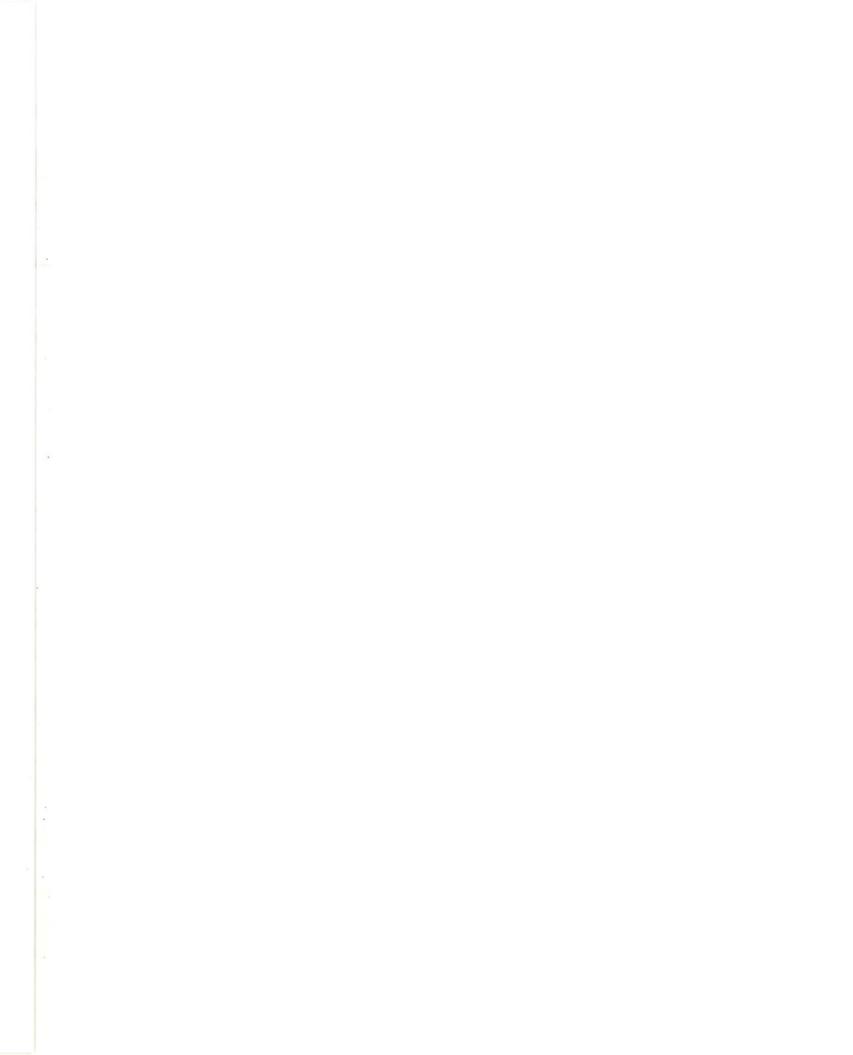   I would like to propose that OTHA 1419 Therapeutic Interventions I be changed to OTHA 1319, decreasing the instructional class time from 3 hours to 2 hours. The lab would continue to meet for 3 hours. Last year was the first year the class was taught and it was found that the material could be successfully covered in a decreased amount of time. The majority of the OTA Programs in Texas teach it as a 3 credit class.

CURRENT
OCCUPATIONAL THERAPY ASSISTANT

SEMESTER HOURS
**GENERAL EDUCATION
REQUI REMENTS*.....................23**
Communication
ENGL 1301: Freshman Composition I
SPCH 1318: Interpersonal Communication
Humanities/Fine Arts*
Mathematics/Natural Sciences
BIOL 2401: Human Anatomy and Physiology I
BIOL 2402: Human Anatomy and Physiology II
MATH 1332: Contemporary Mathematics I (or any
MATH*)
Social/Behavioral Sciences
PSYC 2301: General Psychology

**MAJOR COURSE
REQUI REMENTS................................46**
OTHA 1160: Clinical I OTA
OTHA 1161: Clinical II
OTHA 1162: Clinical III
OTHA 1211: Occupational Performance
throughout thelifespan
OTHA 1253: Occupational Performance for Elders
OTHA 1305: Principles of Occupational Therapy
OTHA 1309: Human Structure and Function in OT
OTHA 1341: Occupational Performance
from Birth through Adolescence
OTHA 1415: Therapeutic use of Occupations I
OTHA 1419: Therapeutic Interventions I
OTHA 2201: Pathophysiology in OT
OTHA 2266: Practicum I OTA
OTHA 2267: Practicum II OTA
OTHA 2309: Mental Health in OT
OTHA 2330: Workplace Skills for the OTA
OTHA 2331: Physical Function in OT
OTHA 2335: Healthcare Management in OT
OTHA 2402: Therapeutic use of Occupations II
RELATED REQUI RED COURSES 3
HITT 1305: Medical Terminology I
TOT AL 72

PROPOSED
OCCUPATIONAL THERAPY ASSISTANT

SEMESTER HOURS
**GENERAL EDUCATION
REQUI REMENTS*.....................23**
Communication
ENGL 1301: Freshman Composition I
SPCH 1318: Interpersonal Communication
Humanities/Fine Arts*
Mathematics/Natural Sciences
BIOL 2401: Human Anatomy and Physiology I
BIOL 2402: Human Anatomy and Physiology II
MATH 1332: Contemporary Mathematics I (or any
MATH*)
Social/Behavioral Sciences
PSYC 2301: General Psychology

**MAJOR COURSE
REQUI REMENTS................................45**
OTHA 1160: Clinical I OTA
OTHA 1161: Clinical II
OTHA 1162: Clinical III
OTHA 1211: Occupational Performance
throughout the Lifespan
OTHA 1253: Occupational Performance for Elders
OTHA 1305: Principles of Occupational Therapy
OTHA 1309: Human Structure and Function in OT
OTHA 1341: Occupational Performance
from Birth through Adolescence
OTHA 1415: Therapeutic use of Occupations I
OTHA 1319: Therapeutic Interventions I
OTHA 2201: Pathophysiology in OT
OTHA 2266: Practicum I OTA
OTHA 2267: Practicum II OTA
OTHA 2309: Mental Health in OT
OTHA 2330: Workplace Skills for the OTA
OTHA 2331: Physical Function in OT
OTHA 2335: Healthcare Management in OT
OTHA 2402: Therapeutic use of Occupations II
RELATED REQUI RED COURSES 3
HITT 1305: Medical Terminology I
TOT AL 71

TEXAS HIGHER EDUCATION COORDINATING BOARD

TECHNICAL COURSE INVENTORY FORM

Institution: **AMARILLO COLLEGE**

FICE Code:003540

UPD CDE	HEGIS CODE	CIP CODE	COURSE PREFIX	COURSE NUM	COURSE TITLE	WEEKLY HOURS LEC	LAB	EXT	CONT HOURS	CREDIT HOURS	TYPE INST	EFFECTIVE DATE	EXPIRATION DATE
E	8038	51.0803	OTHA	1419	Therapeutic Interventions I	3	3	0	96	4	1,2		01/01/2008
A			OTHA	1319	Therapeutic Interventions I	2	3	0	80	3	1,2	01/01/2008	
E	8038	51.0803	OTHA	1211	Occupational Performance across the Lifespan	2	0	0	32	2	1		01/01/2008
A			OTHA	1211	Occupational Performance across the Lifespan	1	3	0	64	2	1,2	01/01/2008	
E													
A													
E													
A													
					NEW COURSES ONLY								
A													
A													
A													
A													
A													

UPD CODE: A - Add; E - Expire
TYPE OF INSTRUCTION: 1 - Lecture; 2 - Laboratory; 3 - Clinical; 4 - TV Instruction; 5 - Cooperative; 6 - Internship; 7 - Practicum; 8 - Apprenticeship

Application for Program Revision

Institution: **AMARILLO COLLEGE**   FICE Code: 003540   HEGIS Code: 8023

Program Location: Ξ On campus   ρ Off-campus   ρ Out-of-district   ρ Correctional facility

Name of Program to be revised: Occupational Therapy Assistant

Date Program Revision to become effective (mo/da/yr):1/1/2008

ITEMS TO BE REVISED (indicate ALL that apply):
For each item checked, a justification should follow in "Justification" section below.

ρ   Title of Awards

ρ   Title of Program

ρ   Courses (addition to or deletion from program)

X   Course prefix, number, title, lecture hours, lab hours, external hours, contact hours or credit hours

ρ   Program credential (from A.A.S./A.A.A. to certificate only)

ρ   Program objectives

ρ   Program length (weeks, quarters or semesters)

X   Credit hours (total for program)

ρ   Contact hours (total for program)

ρ   CIP code

ρ   Addition or deletion of exit point

ρ   Convert to Tech Prep

ρ   Other (specify):

JUSTIFICATION

1. Allowable by WECM and ACOTE(American Council of Occupational Therapy Educators) standards and promotes classroom learning.

Authorized College Signature   Date   Telephone   Fax   **E-Mail Address**

For Coordinating Board Use Only

ρ Approved   ρ Disapproved

Reviewed by Instructional Program Staff   Date

Division:	Business
Department:	Computer Information Systems
Program Names:	Computer Information Systems – A.A.S. Degree/Certificate of Completion
	Business Administration – Computer Information Systems

Personnel Preparing the Proposal: Duane D. Lintner

Rationale:

As many of you are possibly aware, I like many of my peers, have been struggling, with the subject of the "Emerging Technology" that seems to be taking place all around us. Just how do we provide an adequate education to our students given this rapid rate of change? I have spent considerable time investigating this problem and one thing I have become acutely aware of is the fact that this is a problem that many institutions are also investigating.

U.S. Department of Education Career Cluster Initiative

U.S. Department of Labor – IT Career Development Model

National Science Foundation – STEP Grants

Texas Higher Education Coordinating Board – Career Foundation Model

Several Educational Consortiums via Perkins Leadership Grants
(I have actually been asked to participate in two of these because of my interest and some of the work I have completed independently.)

All of these entities and more have similar problems. How do we change a technical educational system primarily set up to prepare a person for a future job related experience to one set up for a "career" where each individual can expect to change working situations 10-14 times by the age of 39.

One approach to this situation, which I personally endorse, involves the use of the "Career Foundation Model" which requires individual partner institutions to develop a one-year model certificate at the two or four-CIP Code level within information technology courses as found within the WECM and ACGM. These courses would represent a common foundation or career pathway for the technical areas. This developed certificate would then allow expanded access to a range of technical programs by allowing smaller institutions to prepare students at this foundation level and making them transferable to two year institutions that offer technical specializations not found at the originating school.

To determine what should be part of these foundation courses we did an online search to see what major types of technical courses are being taught in community colleges in the state of Texas and discovered there are generally six major course options.

1.   Intro to Computers/Computer Literacy.
2.   Intro to Operating Systems.
3.   Intro to Programming/Programming Logic.
4.   Intro to Networking.
5.   Database.
6.   Computer Hardware.
7.   Special Topics.

For Amarillo College to incorporate this suggested "Career Foundation Model" into our CIS Curriculum the following changes would be required.

Proposed Changes to the Computer Information Systems AAS Degree Program:

1.   Major Course Requirements –   Replace BUSI 1301, Introduction to Business with CPMT 1349, Computer Networking Technology.

Proposed Changes to the Computer Information Systems Certificate of Completion:
1. <u>Major Course Requirements</u> – Replace BUSI 1301, Introduction to Business with CPMT 1349, Computer Networking Technology.

Proposed Changes to the Business Administration Computer Information Systems AS Degree:
1. <u>Major Course Requirements</u> – Replace COSC 2430, Programming Techniques and Logic II with BCIS 1401, Microcomputer Applications

Computer Information Systems AAS Degree Program

OLD	NEW
MAJOR COURSE REQUIREMENTS........25	MAJOR COURSE REQUIREMENTS........25
BCIS 1305: Business Computer Applications	BCIS 1305: Business Computer Applications
BCIS 1401: Microcomputer Applications	BCIS 1401: Microcomputer Applications
BUSI 1301: Introduction to Business	CPMT 1349: Computer Networking Technology
COSC 1415: Programming Techniques and Logic Design I	COSC 1415: Programming Techniques and Logic Design I
ITSE 1311: Beginning Web Page Programming	ITSE 1311: Beginning Web Page Programming
ITSC 1407: UNIX Operating System I	ITSC 1407: UNIX Operating System I
ITSE: 2409: Introduction to Database Programming	ITSE: 2409: Introduction to Database Programming

Computer Information Systems Certificate of Completion

OLD	NEW
MAJOR COURSE REQUIREMENTS........25	MAJOR COURSE REQUIREMENTS........25
BUSI 1301: Introduction to Business	CPMT 1349: Computer Networking Technology
BCIS 1305: Business Computer Applications	BCIS 1305: Business Computer Applications
BCIS 1401: Microcomputer Applications	BCIS 1401: Microcomputer Applications
COSC 1415: Programming Techniques and Logic Design I	COSC 1415: Programming Techniques and Logic Design I
ITSE 1311: Beginning Web Page Programming	ITSE 1311: Beginning Web Page Programming
ITSC 1407: UNIX Operating System I	ITSC 1407: UNIX Operating System I
ITSE: 2409: Introduction to Database Programming	ITSE: 2409: Introduction to Database Programming

Business Administration Computer Information Systems AS Degree

OLD	NEW
MAJOR COURSE REQUIREMENTS........25	MAJOR COURSE REQUIREMENTS........25
ACCT 2301: Accounting Principles I	ACCT 2301: Accounting Principles I
ACCT 2302: Accounting Principles II	ACCT 2302: Accounting Principles II
BCIS 1305: Business Computer Applications	BCIS 1305: Business Computer Applications
COSC 1415: Programming Techniques and Logic Design I	COSC 1415: Programming Techniques and Logic Design I
COSC 2430: Programming Techniques and Logic Design II	BCIS 1401: Microcomputer Applications
ECON 2302: Principles of Economics II	ECON 2302: Principles of Economics II
MATH 1325: Math for Business Decisions II	MATH 1325: Math for Business Decisions II

CURRICULUM REVISIONS
Visual Arts Department
Graphic Design, IMED 1316 Prerequisites

1. **Division/Department/Program:**
   Language Communication & Fine Arts/Visual Arts/Graphic Design

2. **Prepared by:**
   Kenneth Pirtle

3. **Request:**
   Add the following prerequisite to IMED 1316: Web Page Design I:
   **ARTC 1325 Introduction to Computer Graphics <u>or</u> PHTC 1300 Photo
   Digital Imaging I <u>or</u> permission of the instructor**
   Currently there is no prerequisite listed.
   Catalog reference page: 106

4. **Rationale:**
   A basic knowledge of Adobe Photoshop is essential to the student's success
   in this course. These skills can be attained in either of the courses listed as
   prerequisite. Some students, however, seek to take this course and are self-
   taught with Photoshop skills. The instructor could approve their enrollment
   based on an interview.

5. **Effects of Revision:**
   F. **Faculty and Staff.** N/A
   G. **Equipment Required.** N/A
   H. **Facilities.** N/A
   I. **Support Areas.** N/A
   J. **Income Projections.** N/A

6. **Effective Date:** Fall 2008

Current
A   - GRAPHIC DESIGN

IMED 1316: Web Page Design I
Instruction in web page design and
related graphic design issues including
mark-up languages, web sites and
browsers.
(3 sem hrs; 6 studio)

Proposed
ART - GRAPHIC DESIGN

IMED 1316: Web Page Design I
Prerequisite: ARTC 1325 or PHTC 1300 or
permission of the instructor
Instruction in web page design and
related graphic design issues including
mark-up languages, web sites and
browsers.
(3 sem hrs; 6 studio)

CURRICULUM REVISIONS
Visual Arts Department
ART.AS

1. **Division/Department/Program:**
   Language Communication & Fine Arts/Visual Arts/Art

2. **Prepared by:**
   Kenneth Pirtle

3. **Request:**
   Remove the requirement "**Literature**" for the **HUMANITIES** option.
   2007-2008 Catalog reference page: 50

4. **Rationale:**
   Although clearly stated in the catalog, there is a frequent misunderstanding among students and even some advisors that any Humanities course, such as **HUMA 1315**, Survey of Art and Music or **HUMA 1301**, Humanities, Ancient to Medieval would count as this elective. As Literature classes and Humanity classes transfer to the university level, we would request this modification in the art curriculum pattern. We believe that there would be fewer misunderstandings pertaining to this curriculum requirement.

5. **Effects of Revision:**
   A. **Faculty and Staff.** Less confusing when advising.
   B. **Equipment Required.** N/A
   C. **Facilities.** N/A
   D. **Support Areas.** Less confusing when advising.
   E. **Income Projections.** N/A

6. **Effective Date:** Fall 2008

Current
ART

Program Advisor: Bill Burrell, 371-5282 (burrell-n@actx.edu) or Ken Pirtle, 371-5271 (Pirtle-kd@actx.edu) or contact the Language, Communication & Fine Arts Division Office, 371-5267

Prepares students majoring in art, art education or graphic design to transfer to a university for a baccalaureate degree.

ASSOCIATE IN SCIENCE
Major Code - ARTS.AS

SEMESTER HOURS

GENERAL EDUCATION REQUIREMENTS* 42
Communication
   ENGL 1301: Freshman Composition I
   ENGL 1302: Freshman Composition II
   SPCH*
Social/Behavioral Sciences
   HIST 1301: History of the United States I
   HIST 1302: History of the United States II
   GOVT 2305: Government of the US
   GOVT 2306: Government of TX and the US
   Social/Behavioral Sciences* Elective
Humanities/Fine Arts
   Humanities
      Literature course*
   Fine Arts
      ARTS 1303: Art History I
Mathematics/Natural Sciences
   MATH*
   Natural Sciences*
Lifetime Fitness
   Any PHED course numbered 1101-1122

MAJOR COURSE REQUIREMENTS...................................... 21
   ARTS 1304: Art History II
   ARTS 1311/1312: Design I and II
   ARTS 1316/1317: Drawing I and II
   ARTS 2316: Painting I
   ARTS 2323: Drawing III

MAJOR OPTIONS 3
   Students should select a program concentration in Art or Graphic Design.

Art
   ARTS 2317: Painting II

Graphic Design
   ARTS 2313: Design Communication I

Digital Art
   ARTS 2348: Digital Art I

TOTAL 66

Proposed
ART

Program Advisor: Bill Burrell, 371-5282 (burrell-wm@actx.edu) or Ken Pirtle, 371-5271 (Pirtle-kd@actx.edu) or contact the Language, Communication & Fine Arts Division Office, 371-5267

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ASSOCIATE IN SCIENCE
Major Code - ARTS.AS

SEMESTER HOURS

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   Social/Behavioral Sciences* Elective
Humanities/Fine Arts
   Humanities
   Fine Arts
      ARTS 1303: Art History I
Mathematics/Natural Sciences
   MATH*
   Natural Sciences*
Lifetime Fitness
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MAJOR OPTIONS 3
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Art
   ARTS 2317: Painting II

Graphic Design
   ARTS 2313: Design Communication I

Digital Art
   ARTS 2348: Digital Art I

TOTAL 66

Limitations on number of courses that may be dropped under certain circumstances.

Overview

A recent change to the Texas Education Code stipulates that students attending Texas institutions of higher education for the first time fall 2007 and later may not withdraw from more than six courses during their under graduate academic career. (Senate Bill 1231)

Proposal

Modify page 13 of the current Academic Catalog with the following statement:

Withdrawing from a course:
It is the responsibility of the student to officially drop or withdraw from a course. Failure to withdraw may result in a grade of "F" for the course. A grade of "W" will be given for student-initiated withdrawals that are submitted on or before the withdrawal deadline. (Please refer to your WebAdvisor account for "My Important Course Section Dates" to obtain withdrawal deadlines.) Students may withdraw via WebAdvisor, by meeting with their academic advisor, by meeting with Advising and Counseling Center staff, or at any of the Assistance Center counters. Withdrawal requests will not be accepted by telephone.

The Texas Education Code stipulates that students attending Texas institutions of higher education for the first time fall 2007 and later may not withdraw from more than six courses during their academic career, including courses from which transfer students have withdrawn at other Texas institutions of higher education. There are certain exceptions to this policy and petitions for exceptions should be directed to the Registrar.

Purpose

Notify students of this policy and establish a procedure for students to petition for an exemption.

Recommendation

Adopt the statement above for the 2008-09 catalog and allow the Registrar to approve/deny requests for exceptions beginning with the fall 2007 semester.