ACADEMIC AFFAIRS COMMITTEE
September 4, 2009
Minutes

Present: Bob Austin, Diane Brice, Carol Buse, /Toni Gray, David Hernandez, Judy Jackman, Judy Johnson, Danita McAnally, Courtney Milleson, Carol Moore, Terry Moore, Jason Norman, John Robertson, Carol Summers, Henry Wyckoff

Absent: Jerry Moller, LaVon Barrett, Jack Stanley

WELCOME

Bob Austin conducted the meeting in Jerry Moller's absence and welcomed the members to the 2009-10 Academic Affairs Committee. He explained that the committee is the "quality control" for academic affairs at Amarillo College and outlined responsibilities of the committee. He asked members of the committee to become familiar with submissions within their division in order to walk the committee through submissions.

Testing Information in the Program/Course Guide

Currently there is TSI information under the Admissions section of the online catalog. Also, there is a testing notation attached to each level one certificate program in the Program/Course Guide and the online catalog. However, there is no detailed testing information in the Program/Course guide. A recommendation was made to include the testing and TSI information in the printed Program/Course Guide. Since the Program/Course Guide is an advising publication, no action was required from the Committee.

WECM Updates

Over summer 2009 Moore submitted current AAS and certificate program curricula to the online Coordinating Board database. During the process it was discovered that some courses were not set up in appropriate lecture/lab combinations. Department Chairs were contacted and correct combinations were determined. The changes include:

Aviation Maintenance Technology
- AERM 1456: Aircraft Powerplant Electrical
  - Old (4 sem hrs; 1 lec, 6 lab)
  - New (4 sem hrs; 2 lec 5 lab)

Computer Information Systems
- ITSE 1311: Beginning Web Page Programming
  - Old (3 sem hrs; 3 lec, 2 lab)
  - New (3 sem hrs; 2 lec, 3 lab)

Electronics

- BIOM 2335: Physiological Instruments I
  - Old (3 sem hrs; 3 lec)
  - New (3 sem hrs; 2 lec, 2 lab)
- BIOM 2339: Physiological Instruments II
  - Old (3 sem hrs; 3 lec)
  - New (3 sem hrs; 2 lec, 2 lab)
- CETT 2439: Amplifier Analysis
  - Old (4 sem hrs; 2 lec, 2 lab)
  - New (4 sem hrs; 3 lec, 2 lab)
- CETT 2449: Research and Product Design
  - Old (4 sem hrs; 2 lec, 2 lab)
  - New (4 sem hrs; 3 lec, 2 lab)

Nursing
- RNSG 1209: Introduction to Nursing
  - Old (2 sem hrs; 2 lec, 2 lab)
  - New (2 sem hrs; 2 lec, 1 lab)

Office Technology
- POFT 2333: Advanced Document Formatting and Skillbuilding
  - Old (3 sem hrs; 3 lec, 2 lab)
  - New (3 sem hrs; 2 lec, 3 lab)

Respiratory Care
- RSPT 1101: Introduction to Respiratory Care
  - Old (1 sem hr; 1 lec, 2 lab)
  - New (1 sem hr; 1 lec 1 lab)
- RSPT 1410: Respiratory Care Procedures I
  - Old (4 sem hrs; 3 lec, 5 lab)
  - New (4 sem hrs; 3 lec, 4 lab)
- RSPT 1411: Respiratory Care Procedures II
  - Old (4 sem hrs; 3 lec, 5 lab)
  - New (4 sem hrs; 3 lec, 4 lab)

Hernandez moved, seconded by Wyckoff to approve and update the lecture/lab combinations of the submitted courses. The motion carried.

LANGUAGE, COMMUNICATION & FINE ARTS
Art

Visual arts courses are currently listed in the catalog with an instruction method of 6 studio hours, but they are set up in Colleague as 2 lecture, 4 lab and 96 contact hours. Taylor-Gore submitted a request to change the catalog listing from (3 sem hrs; 6 studio) to (3 sem

hrs; 2 lec, 4 lab) for the following courses:

- ARTS 1311: Design I
- ARTS 1312: Design II
- ARTS 1316: Drawing I
- ARTS 1317: Drawing II
- ARTS 2313: Design Communication I
- ARTS 2314: Design Communication II
- ARTS 2316: Painting I
- ARTS 2317: Painting II
- ARTS 2323: Drawing III
- ARTS 2324: Drawing IV
- ARTS 2326: Sculpture I
- ARTS 2327: Sculpture II
- ARTS 2333: Printmaking I
- ARTS 2334: Printmaking II
- ARTS 2341: Jewelry I
- ARTS 2342: Jewelry II
- ARTS 2346: Ceramics I
- ARTS 2347: Ceramics II
- ARTS 2348: Digital Art I
- ARTS 2349: Digital Art II
- ARTS 2366: Watercolor I
- ARTS 2367: Watercolor II
- ARTC 1302: Digital Imaging I
- ARTC 1313: Digital Publishing I
- ARTC 1325: Introduction to Computer Graphics
- ARTC 1327: Typography
- ARTC 1353: Computer Illustration
- ARTC 2313: Digital Publishing II
- ARTC 2317: Typographic Design
- ARTV 1303: Basic Animation
- ARTV 1341: 3D Animation I
- ARTV 1345: 3D Modeling and Rendering
- ARTV 2351: 3D Animation II
- IMED 1316: Web Page Design I
- IMED 1345: Interactive Multimedia I
- IMED 2315: Web Page Design II
- IMED 2345: Interactive Multimedia II

<u>Milleson moved, seconded by Jackman to approve changes to the Visual Arts courses instruction method. The motion carried.</u>