

## **ACADEMIC AFFAIRS COMMITTEE**

**October 16, 2009**

### **Minutes**

**Present:** Jerry Moller, Bob Austin, Diane Brice, Carol Buse, David Hernandez, Judy Jackman, Carol Moore, John Robertson, Jack Stanley, Carol Summers,

**Absent:** LaVon Barrett, Toni Gray, Judy Johnson, Danita McAnally, Courtney Milleson, Terry Moore, Jason Norman, Henry Wyckoff

Hernandez moved, seconded by Austin to approve the 9/18/09 minutes. The motion carried.

### **BUSINESS** **Real Estate**

Vinson submitted a request to add the following course to the AC course inventory:

- **RELE 2231: Real Estate Brokerage**  
A study of law of agency, planning and organization, operational policies and procedures, recruiting, selection and training of personnel, records and control, and real estate firm analysis and expansion criteria.  
Hours (2 sem hrs; 2 lec)

The request included the addition of RELE 2231: Real Estate Brokerage as an acceptable Major Option course in the AAS degree (RELE.AAS), an acceptable Related Course Requirement in the certificate (RELE.CERT) and an acceptable Major or Related Requirement in the Salesperson Certificate (RELE.CERT.SAL).

The submission also included a request to update the Salesperson Certificate (RELE.CERT.SAL) to include any approved speech under the Major or Related Requirements.

Brice moved, seconded by Jackman to approve all submitted changes. The motion carried.

### **LANGUAGE, COMMUNICATION & FINE ARTS** **60 Hour Degrees**

In October 2006, the Academic Affairs committee reduced the minimum number of hours required to complete an associate degree from 62 to 60. Boyd submitted requests to reduce the number of required semester hours for the following programs:

- **Mass Communication – COMM.AS.MCOMM** - Reduce the Recommended Courses requirement from 5-6 hours to 3 hours and reduce the total number of required semester hours to 60

Buse moved, seconded Summers to approve the reduction in semester hours to 60. The motion carried.

## **SCIENCES & ENGINEERING**

### **Mortuary Science**

Meehan submitted a request to add the following course to the Amarillo College course inventory:

- MRTS 1311: History of Mortuary Science  
An overview of the principles and history of funeral service. Introduction to the period of time from the early Egyptians (c. 4000 BC) to the present and exploration of funeral service as a career.  
Hours (3 sem hrs; 3 lec)

She requested the following curriculum changes to the Mortuary Science AAS:

- Replace MRTS 1211: History of Mortuary Science with MRTS 1311: History of Mortuary Science
- Replace SOCI 1301: Introduction to Sociology with PSYC 2301: General Psychology

She requested the following curriculum changes to the Mortuary Science Certificate:

- Replace MRTS 1491: Special Topics in Funeral Service with MRTS 1291: Special Topics in Funeral Service

Students enrolling in MRTS 1391 are charged a \$350 fee for the National Board Examination. AC pays the fee to the National Board when the student completes the course and registers to take the exam. However, if the student does not pass the course, he/she is not allowed to take the exam and the money is lost. Meehan requested the \$350 testing fee be removed from MRTS 1391. It will then be the responsibility of each student to register and pay for the exam.

Hernandez moved, seconded by Brice to approve the changes to the Mortuary Science program. The motion carried.