

## **ACADEMIC AFFAIRS COMMITTEE**

**February 26, 2010**

### **Minutes**

**Present:** Jerry Moller, Bob Austin, LaVon Barrett, Diane Brice, Carol Buse, David Hernandez, Judy Jackman, Judy Johnson, Courtney Milleson, Carol Moore, Terry Moore, Jason Norman, John Robertson, Carol Summers,

**Absent:** Toni Gray, Danita McAnally, Jack Stanley, Henry Wyckoff

**Others:** Dan Ferguson, Duane Lintner

Hernandez moved, seconded by Austin to approve the 2/12/10 minutes. The motion carried.

### **ACcess**

Judy Isbell submitted a request to delete RDNG 2311: Fundamentals of Reading Instruction for the Amarillo College inventory.

Hernandez moved, seconded by Milleson to approve the deletion of RDNG 2311 from the AC inventory. The motion carried.

### **ALLIED HEALTH** **Mortuary Science**

Lisa Meehan submitted a request to:

- Add HITT 1305: Medical Terminology to the Mortuary Science AAS degree requirements
- Add HITT 1305: Medical Terminology as a prerequisite to HPRS 2301: Pathophysiology
- Increase the total number of semester hours for the AAS degree from 67 to 70 semester hours
- Update the program description for the AAS degree as it is listed in the catalog

Brice expressed concern regarding the wording of the statement, "Once admitted into the program, a student may repeat any course only one time." General education courses can be repeated unlimited times. Allied Health programs list a similar statement and will be duplicated for the Mortuary Science AAS program.

Jackman moved, seconded by Barrett to approve the recommended changes to the Mortuary Science AAS degree, with the understanding the statement regarding repeated courses be modified. The motion carried.

## **Physical Therapist Assistant**

Kelly Jones submitted a request to add the following courses to the AC course inventory:

- PTHA 1301: Profession of Physical Therapy  
Introduction to the profession of physical therapy and the role of the physical therapist assistant.  
(3 sem hrs; 3 lec)
- PTHA 2431: Management of Neurological Disorders  
Advanced course integrating previously learned and new skills/techniques into the comprehensive rehabilitation of selected neurological disorders.  
(4 sem hrs; 3 lec, 3 lab)
- PTHA 2567: Practicum I  
Practical, general workplace training supported by an individualized learning plan developed by the employers, college and student.  
(5 sem hrs; 35 clinical)

A request was submitted to update the following courses:

- PTHA 1321: Pathophysiology  
Corequisites: BIOL 2401
- PTHA 1431: Physical Agents  
Prerequisites: BIOL 2402, PTHA 1229 and PTHA 1413
- PTHA 1160: Clinical I  
(1 sem hr; 5 clinical)
- PTHA 1405: Basic Patient Care Skills  
Corequisite: PTHA 1301, PTHA 1229, PTHA 1321 and BIOL 2401
- PTHA 2409: Therapeutic Exercise  
Corequisite: PTHA 1413, PTHA 2301 and BIOL 2402
- PTHA 2435: Rehabilitation Techniques  
Prerequisites: PTHA 1413 and PTHA 2409  
Corequisite: PTHA 2431
- PTHA 2205: Neurology  
Prerequisite: BIOL 2402
- PTHA 2301: Essentials of Data Collection  
Corequisites: PTHA 2409 and PTHA 1413
- PTHA 1413: Functional Anatomy  
Corequisite: PTHA 2409

A request was submitted to delete the following courses:

- PTHA 1201: Professional of Physical Therapy
- PTHA 1267: Practicum I
- PTHA 2160: Clinical II
- PTHA 2367: Practicum II

A request was submitted to make the following changes to the Physical Therapist Assistant AAS degree:

- Replace SPCH 1318: Interpersonal Communication with any speech from the approved General Education list
- Remove the following courses from the curriculum:
  - PTHA 1201: Profession of Physical Therapy
  - PTHA 1267: Practicum I
  - PTHA 2160: Clinical II
  - PTHA 2367 Practicum II
  - HITT 1305: Medical Terminology I
- Add the following courses to the curriculum:
  - PTHA 1301: Profession of Physical Therapy
  - PTHA 2431: Management of Neurological Disorders
  - PTHA 2567: Practicum I
- Increase the total number of semester hours from 71 to 72 semester hours

Norman moved, seconded by Robertson to approve the changes to the PTHA program. The motion carried.

## **BUSINESS**

### **Computer Information Systems**

Duane Linter submitted a request to add the following courses to the Amarillo College course inventory:

- GAME 1403: 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.  
(4 sem hrs; 3 lec, 2 lab)
- GAME 1406: Design and Creation of Games  
Prerequisite: GAME 1403  
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.

(4 sem hrs; 3 lec, 2 lab)

- ITNW 1316: Network Administration

Prerequisite: BCIS 1305

An introduction to network administration including describing a network, explaining the role of directory services, setting up and managing users, using distributed print services, file services and directory services security.

(3 sem hrs; 2 lec, 3 lab)

- ITSY 1400: Fundamentals of Information Security

Prerequisite: BCIS 1305

An introduction to information security including vocabulary and terminology, ethics, the legal environment and risk management. Identification of exposures and vulnerabilities and appropriate countermeasures are addressed. The importance of appropriate planning, policies and controls is also discussed.

(4 sem hrs; 2 lec, 3 lab)

A request was submitted to update the following courses:

- COSC 1317: Computer Programming  
(3 sem hrs; 2 lec, 3 lab)
- CPMT 1305: IT Essentials I: PC Hardware and Software  
(3 sem hrs; 2 lec, 3 lab)
- CPMT 1309: IT Essentials II: Networking Operating Systems  
(3 sem hrs; 2 lec, 3 lab)
- ITSE 1311: Beginning Web Page Programming  
(3 sem hrs; 2 lec, 3 lab)
- BCIS 2390: Systems Analysis  
Prerequisites: BCIS 1305 and COSC 1415
- BCIS 2431: Visual Basic Programming  
Prerequisites: BCIS 1305 and COSC 1415
- ITSC 1407: Unix Operating System  
Prerequisites: BCIS 1305 and COSC 1415
- ITSE 2409: Introduction to Database Programming  
Prerequisites: BCIS 1305 and COSC 1415

A request was submitted to make the following changes to the Computer Information Systems AAS degree:

General Education:

- Humanities/Fine Arts – Add ARTS 1311: Design I as a requirement

#### Major Requirements:

- Replace CPMT 1349: Computer Networking Technology with CPMT 1305: IT Essentials I: PC Hardware and Software

#### World Wide Web Software Development Option:

- Replace BCIS 2431: Visual Basic Programming with ARTC 1325: Introduction to Computer Graphics
- Replace COSC 1437: Programming Fundamentals II with ARTC 1327: Typography
- Replace ITSC 2437: UNIX Operating System II with ARTC 1353: Computer Illustration
- Replace ITSC 1411: AS/400 Operating Systems I or ITSE 2417: JAVA Programming I with IMED 2315: Web Page Design II
- Add ENGL 2311: Technical Writing

#### Computer Programming Option:

- Replace ITSC 2437: UNIX Operating System II with ITSE 2347: Advanced Database Programming
- Replace ITSC 1402: Computer Control Language with COSC 1430: Current Issues
- Remove COSC 2425: Computer Organization and Assembly Language Programming

#### Computer Business Specialist Option:

- Replace CPMT 1305: IT Essentials I; PC Hardware and Software with CPMT 1309: Computer Essentials II: Networking Operating Systems
- Replace ITCC 1401: Exploration – Network Fundamentals with BUSI 1301: Introduction to Business
- Replace ITSC 2335: Application Problem Solving with BMGT 1305: Communications in Management
- Replace MATH 1342: Statistics with BMGT 1301: Supervision
- Remove ITSE 1418: Introduction to Cobol Programming

#### Software Systems and Networking Option:

- Remove CPMT 1305: IT Essentials I: PC Hardware and Software
- Remove ITCC 1401: Exploration – Network Fundamentals
- Remove ITSC 1402: Computer Control Language
- Add ITNW 1316: Network Administration

- Add ITSY 1400: Fundamentals of Information Security

AS/400 Application Development Option:

- Delete option from Computer Information Systems AAS degree

A request was submitted to make the following changes to the Computer Information Systems Certificate:

- Replace CPMT 1349: Computer Networking Technology with CPMT 1305: IT Essentials I: PC Hardware and Software

A request was submitted to make the following changes to the Business Administration Computer Information Systems AAS degree:

- Replace BCIS 1401: Microcomputer Applications with BCIS 2390: Systems Analysis I

Austin moved, seconded by Milleson to approve all changes submitted for the Computer Information Systems AAS degree, Computer Information Systems Certificate and the Business Administration Computer Information Systems AAS degree. The motion carried.

## **LANGUAGE, COMMUNICATION & FINE ARTS**

### **Dance**

Lynae Jacob submitted a request to delete the following courses from the Amarillo College course inventory:

- DANC 1112: Dance Practicum
- DANC 1113: Dance Practicum
- DANC 1147: Jazz I
- DANC 1148: Jazz II
- DANC 1245: Modern Dance I
- DANC 1246: Modern Dance II
- DANC 1341: Ballet I
- DANC 1342: Ballet II
- DANC 2112: Dance Practicum
- DANC 2113: Dance Practicum
- DANC 2147: Jazz III
- DANC 2148: Jazz IV
- DANC 2245: Modern Dance III
- DANC 2246: Modern Dance IV
- DANC 2303: Dance Survey I

- DANC 2304: Dance Survey II
- DANC 2341: Ballet III
- DANC 2342: Ballet IV

Milleson motioned, seconded by Brice to remove the dance courses from the AC course inventory. The motion carried.

## **English**

In January, Ferguson submitted a request to update the pre-requisite for ENGL 1302: Freshman Composition II and ENGL 2311: Technical Writing from “ENGL 1301” to “ENGL 1301; minimum Grade of C or Department Chair Consent”. The Committee asked that Dan present supporting information for the request. Dan presented statistics supporting the request.

Austin moved, seconded by T. Moore to deny the motion to add the pre-requisite to ENGL 1301 and ENGL 2311. The motion carried unanimously.

## **SCIENCES & ENGINEERING**

### **Physical Science**

Mary Graff submitted a request to delete the following courses from the Amarillo College course inventory:

- CHEM 2289: Academic Cooperative in Chemistry
- CHEM 2389: Academic Cooperative in Chemistry
- GEOL 2279: Academic Cooperative in Geology
- GEOL 2289: Academic Cooperative in Geology
- GEOL 2389: Academic Cooperative in Geology
- PHYS 2279: Academic Cooperative in Physics
- PHYS 2289: Academic Cooperative in Physics
- PHYS 2389: Academic Cooperative in Physics

Jackman moved, seconded by Milleson to remove the courses from the AC course inventory. The motion carried.

A request was also submitted to update the course description for the following courses:

- PHYS 1415: Physical Science I  
Science course designed for non-science majors *with focus on elementary education science instruction methods and content*. Primary emphasis will be fundamental concepts of chemistry, such as atoms, density, equations, reactions, acids and bases and solutions. May also include integration with physics, geology and astronomy.

(4 sem hrs; 3 lec, 3 lab)

- **PHYS 1417: Physical Science II**  
Science course designed for non-science majors *with focus on elementary education science instruction methods and content*. Primary emphasis will be fundamental concepts of physics, such as force and motion, sound, waves, momentum and heat. May also include integration with chemistry, geology and astronomy.  
(4 sem hrs; 3 lec, 3 lab)

Johnson motioned, seconded by Milleson to approve the updated course descriptions for PHYS 1415 and PHYS 1417. The motion carried.

### **MULTIPLE DEGREES**

Jason Norman, Diane Brice, Carol Buse, David Hernandez and Bob Austin met and submitted a request to update the policy regarding Multiple Associate Degrees. The proposed policy states:

*Students who wish to pursue an additional associate degree should consult with their academic advisor.*

*A student who has received an associate degree from Amarillo College or any other institution of higher education may obtain an additional associate degree in another area. However, students should seek appropriate academic advising before initiating the pursuit of another associate degree.*

- 1. For each additional associate degree, a minimum of 18 additional semester credit hours must be completed at Amarillo College or any accredited institution. These credit hours may not repeat credit applied to a previous degree and must apply to the additional degree.*
- 2. All courses required by any specific program must be completed.*

Hernandez motioned, seconded by Norman to approve the changes to the Multiple Degrees policy. The motion carried.

### **CORE CURRICULUM REQUIREMENT DISCUSSION**

Brice expressed concern regarding the number of Exception to Curriculum forms submitted to the Registrar's Office each semester. Department chairs and program coordinators appear to submit many forms substituting courses within the core curriculum. It was suggested a sub-committee be formed to review the core curriculum requirements for programs in the catalog.