

**March 2, 2007
Minutes**

Members

Present: Paul Matney, Bob Austin, Robert Boyd, Toni Gordy, Ann Hamblin, Michael Kopenits, Shawna Lopez, Ed Nolte, Jim Powell, Lyndi Shadbolt, and Vicky Taylor-Gore

Members

Absent: Diane Brice, Sally Evans, Duane Lintner, Mary Clare Munger, and Rathna Prabakar

Matney told the committee about the first meeting of the Chair Academy being facilitated by Kathy Wetzell and Dwight Huber.

Matney welcomed Toni Gordy back after the birth of her daughter, Brooklynn Tate.

Matney informed the group that at a recent Rotary luncheon he attended as a guest of Dr. Bob Gerald the speaker was Elaine Basham, Director of the Adult Literacy Council. Elaine mentioned they serve many students from the Hispanic community. She said a success story for the Adult Literacy Program is one of their Hispanic students has been admitted to the Pharmacy Tech program.

February 2 and February 16 Minutes

No comments for correction. Matney has e-mailed Don Crist from the Mortuary Science accreditation team regarding the committees concerns about the required testing for the Mortuary Science program – specifically the request, “All students of the Mortuary Science Program must pass the NBD during MRTS 2179 with at least a 75 pass rate as required by the Mortuary Science Department as a requirement to graduate.” He is waiting for Mr. Crist’s reply.

Allied Health Division

Dentist Aide Program

The requests were to:

- Delete COSC 1301: Computer Concepts
- Add POFT 1329: Keyboarding and Document Formatting
- Change SPCH 1318: Interpersonal Communication to SPCH*
- Change POFT 1301: Business English to
ENGL 1301: Freshman Composition I
Or
POFT 1301: Business English

Boyd moved, seconded by Hamblin, to approve the requests as submitted. The motion carried.

Pharmacy Technology Program

The request was to:

- Delete the prerequisite of PHRA 1301 from PHRA 1143: Pharmacy Technician Certification Review
- Add the corequisite of PHRA 1166-Practicum to PHRA 1143: Pharmacy Technician Certification Review

The request would prevent students the ability to take the certification review and try to pass the exam without taking all the course work.

Austin moved, seconded by Shadbolt, to approve the requests as submitted.
The motion carried.

Business Division

Real Estate Department

RELE 2209: Real Estate Principles II has been archived by WECM and replaced with RELE 1238: Real Estate Principles II. The course description remains the same.

Requests were to:

- In the course descriptions change: RELE 2209: Real Estate Principles II to RELE 1238: Real Estate Principles II
- AAS Degree
Change listing under Major Course Requirements
From RELE 1201 and RELE 2209: Real Estate Principles I & II
To: RELE 1201 and RELE 1238: Real Estate Principles I & II
- Certificate of Completion
Change listing under Major Course Requirements
From RELE 1201 and RELE 2209: Real Estate Principles I & II
To: RELE 1201 and RELE 1238: Real Estate Principles I & II
- Salesperson Certificate
Change listing under Major Course Requirements
From RELE 1201 and RELE 2209: Real Estate Principles I & II
To: RELE 1201 and RELE 1238: Real Estate Principles I & II

Kopenits moved, seconded by Powell to approve the requests as submitted.

COSC 1301: Computer Concepts changed to BCIS 1305: Business Computer Applications and BCIS 1405 changed to BCIS 1305 per CIS curriculum revision effective Fall 2007. Requests were to:

- **AAS Degree**
Change listing under **Related Course Requirement**
From: BCIS 1405: Business Computer Applications
To: BCIS 1305: Business Computer Applications
Change number of hours for Related Course Requirements to 15
- **Certification of Completion**
Change listing under **Related Course Requirement**
Change COSC 1301: Computer Concepts or BCIS 1405: Business Computer Applications
TO: BCIS 1305: Business Computer Applications
- **Salesperson Certificate**
Change listing under **Major or Related Course Requirement**
Change COSC 1301: Computer Concepts or BCIS 1405: Business Computer Applications
TO: BCIS 1305: Business Computer Applications
- **Mortgage Lending Certificate**
Change listing under **Related Course Requirement**
Change COSC 1301: Computer Concepts or BCIS 1405: Business Computer Applications
TO: BCIS 1305: Business Computer Applications

Austin moved, seconded by Boyd, to approve the requests as submitted. The motion carried.

Language, Communication and Fine Arts Division

Graphic Design - Animation

ARTC 1345 has been archived by WECM and replaced with ARTV 1345. The request was to change:

ARTC 1345: 3-D Modeling & Rendering and replace it with
ARTV 1345: 3-D Modeling & Rendering
Course description will remain the same

Kopenits moved, seconded by Powell, to approve the request as submitted. The motion carried.

WECM Workshop

Matney encouraged those involved with AAS degrees and certificates attend the WECM workshop being held on Wednesday, March 7, 2007.