



November 2, 2023


**TO:** THE DISTRICT BOARD OF TRUSTEES OF VALENCIA COLLEGE

**FROM:** DR. KATHLEEN PLINSKE  
President

**RE:** ADDITIONS, DELETIONS, OR MODIFICATIONS OF COURSES AND PROGRAMS

RECOMMENDED ACTION:

The President recommends that the District Board of Trustees of Valencia College approve the Additions, Deletions, or Modifications of Courses and Programs, as presented.

  
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President

**COLLEGE CURRICULUM COMMITTEE**  
**September 13, 2023**

**MINUTES**

**Members Present:** Aref Altawam, Chris Borglum, Scott Creamer, Dan Diehl, Catherine Espenscheid, Susan Gosnell, Jerry Hensel, Jerrid Kalakay, Donna Matthews, Chiara Ojeda, Ian O’Toole, Luis Pizarro, Heather Ramsier, Cheryl Robinson (co-chair), Travis Rodgers, Ravi Varma (co-chair), Olga Vasquez, Suzanne Winchoba

**Alternates Present:** Joan Alexander, Katrin Breault, Adrienne Mathews, Joe Menig, Michael Robbins, Marie Vasquez-Brooks

**Ex-Officio Present:** Nichole Fehrenbach, Pedro Gonzalez, Felicia Hardeman, Darnell Purcell, Dena Schlunz, Pat Sebastian, Darren Smith, Jill Szentmiklosi

**Staff Present:** Krissy Brissett, Tiffany Gonzalez

**Visitors Present:** Ken Bourgoin

1. **A. Welcome to the Committee Members and Visitors.**

**B. Introductions:**

- **Name**
- **Discipline or area represented**
- **Background with curriculum development and/or processes**
- **Why you are interested in serving on the committee**

**C. CCC Manual.**

**D. College Curriculum Committee overview and training.**  
**Function of each area representative.**

*Ravi Varma opened the meeting with a welcome and the committee members introduced themselves.*

2. **Review of Minutes:** July 2023

<https://valenciacollege.edu/employees/organizations-committees/college-curriculum-committee/meetings.php>

*The consent agenda was approved by consensus.*

3. **Consent Agenda:** Course modifications or deletions involving minor editing of course descriptions or level changes which do not impact other departments are eligible for placement on the consent agenda. Any members of the committee may request to remove a proposal from the consent agenda for the purpose of discussion.

a) **The following course(s) have outlines in Course Information Management that may be viewed in ATLAS:**

DIG 2943  
GRA 1206C  
SON 1003L

b) **The following outlines are being presented as part of the Two-Year Program Review Cycle:**

BSC 1421C  
DEH 1602, DEH 1802L, DEH 2604, DEH 2605, DEH 2804, DEH 2806L  
DES 1020  
GRA 2944C  
HUN 1001

*The consent agenda was approved by consensus.*

4. **Regular Agenda:**

**2324-001      DIG 2943      Internship in Digital Media, CCM.....D. Dipaola**

**Purpose:** Removing DIG2822C from the pre-req list because it's no longer offered, added DIG2342C in it's place. Motion Graphics students were limited due to the absence of this class, and will now be able to register for internship; **Revised Prerequisites:** Satisfactory completion of all mandated courses in reading, math, English, & EAP; a min. 2.0 institutional or overall GPA; and 12 credits, including a minimum grade of C in DIG 2291C or DIG 2342C or DIG 2950C or DIG 2106C. The Program Dir./Prog. Chair/Prog. Coord. or IPO has the discretion to provide override approval as it relates to the waiver of required prog./discipline-related courses; **Effective Date:** Fall 2024 (202510).

*Proposal 2324-001 was approved by consensus.*

**2324-002      GRA 1206C      Fundamentals Of Typography, CCM.....Kristy Pennino**

**Purpose:** The prerequisites for this course are being updated to include SLS 1122 or TPA 1380 for digital media students who might have taken one or the other due to program modifications. I also realized the course description contained some antiquated terminology and could use some freshening up while I was at it; **Revised Prerequisites:** Minimum grade of C in both GRA 1142C and GRA 1413; or minimum grade of C in both DIG 2109C and either TPA 1380 or SLS 1122; or department approval; **Revised Course Description:** Includes history, terminology, and anatomy of typography. Foundational applications of type in layout design, formatting, editing, grid design, and hierarchy are explored. This is a project-oriented course that requires proper application of production techniques using industry-standard software; **Effective Date:** Fall 2024 (202510).

*Proposal 2324-002 was approved by consensus.*

**2324-003      SON 1003L      Sonography Practice Lab, CCM.....Carolyn Deleo**

**Purpose:** Increase the ratio of credit-contact hours to match Instructional Lab. Students need more time in the lab to practice their skills that they are learning in Instructional lab. This will

provide the student with stronger skill set for entering clinical, increase their confidence, and reduce attrition. Instructional lab is 1 credit for 4 contact hours. Want to increase Practice lab hours from 2 to 4, matching the lab ratio for Instructional lab; **Revised Course Hours:** 1/4/4; **Effective Date:** Fall 2024 (202510).

*Proposal 2324-003 was approved by consensus.*

**2324-004 A.S. in Baking and Pastry Management, CPM.....Ken Bourgoin**  
**Purpose:** Adding electives in Lieu of industry experience or international students needing an internship; **Effective Date:** Fall 2024 (202510).

*Proposal 2324-004 was approved by consensus.*

**2324-005 A.S. in Culinary Management, CPM.....Ken Bourgoin**  
**Purpose:** Updated to reflect changes across the board in other internship wording; **Effective Date:** Fall 2024 (202510).

*Proposal 2324-001 was approved by consensus.*

**2324-006 Baking and Pastry Arts TC, CPM.....Ken Bourgoin**  
**Purpose:** Adding electives in Lieu of industry experience or international students needing an internship; **Effective Date:** Fall 2024 (202510).

*Proposal 2324-001 was approved by consensus.*

**2324-007 Culinary Arts TC, CPM.....Ken Bourgoin**  
**Purpose:** Adding electives in Lieu of industry experience or international students needing an internship; **Effective Date:** Fall 2024 (202510).

*Proposal 2324-001 was approved by consensus.*

**223-008 BCT 2930 Alt. and Renewable Energy (Germany and Switzerland), CCD**  
**Purpose:** SCNS courses not taught in 5 years are required to be removed per section 1007.24 (9)(d), Florida Statutes; **Effective Date:** Fall 2023 (202410).

*Proposal 2324-001 was approved by consensus.*

**5. Discussion Items:**

*There are no information items on this month's agenda.*

**6. Information Items:**

*There are no information items on this month's agenda.*

The next meeting of the College Curriculum Committee is scheduled **October 11, 2023**, and will be a zoom meeting. Deadline for submission of materials for the agenda is **September 27, 2023**.