

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



October 16, 2013

**TO:** THE DISTRICT BOARD OF TRUSTEES  
of Valencia College

**FROM:** SANFORD C. SHUGART  
President

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

RECOMMENDED ACTION:

The President recommends that the District Board of Trustees approve the additions, deletions or modifications of courses and programs as presented.

A handwritten signature in dark ink, reading "Sanford C. Shugart". The signature is written in a cursive, flowing style with a prominent initial "S".

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President

## COLLEGE CURRICULUM COMMITTEE

July 10, 2013

### Electronic Meeting

#### Minutes

**Members Voting via E-Mail Ballot:** Colin Archibald, Melody Boeringer, Carl Creasman, Wendy Givoglu, Marie Howard, Suzanne Johnson, Anita Kovalsky, Adrian Manley, John Niss (co-chair), Bonnie Oliver, Kristy Pennino, Lester Sandres, Pam Sandy, Jackie Starren, Lee Thomas

**Alternates Voting via E-Mail Ballot:** Lisa Gray

#### 1. Review of Minutes – June 12, 2013

*The minutes were approved by consensus*

2. **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.

The following course(s) have outlines in Course Outline Builder which may be viewed in ATLAS:

CHM 1045C	General Chemistry with Qualitative Analysis I
ENC 0055	Developmental English Module I
ENC 0056	Developmental English Module II
REA 0055	Developmental Reading Module I
REA 0056	Developmental Reading Module II

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

SPC 1608      Fundamentals of Speech

*The consent agenda was approved by consensus.*

#### 3. Regular Agenda

**1213-195      LIT 2955      Holocaust Studies Trip Abroad (Flex Credit), CCM.....Richard Gair**

**Purpose:** It has been difficult to obtain the enrollment numbers needed for this study abroad trip. Some students have not taken the Pre-Req of LIT 2174 Literature and Multimedia of the Holocaust.

To reach more students we will offer a flex credit version. Students who do NOT have the pre-req will have to attend a series of content classes to prepare for the trip. These will be in addition to those required orientations for all study abroad students. The students that attend these extra classes and take the trip will earn a credit for the trip. This will give them the background needed for the trip to be meaningful. Students who have taken LIT 2174 the current pre-req will be exempt from the additional class meetings and merely attend the required orientation meetings and just receive 2 credits for the trip. The ones without the pre-req will earn 3 credits. This course was originally 3 credits but it has been hard to meet the required documented hours in the time allotted for the trip. Now it will be a 2 credit trip or a 3 credit trip...Flex Credit; **Credit/Class (Lecture)/Lab Hours:** 2-3 Variable; **Effective Date:** Fall 2013 (201410).

*Proposal 1213-195 was tabled until September 2013.*

**1213-196 REA 0055 Developmental Reading Module I, CCA.....Summer Trazzera**  
**Purpose:** Introduction of a new course; **Catalog Course Description:** This course provides specialized instruction in developmental reading concepts to prepare students for ENC1101. Topics include comprehension skills with an emphasis on inferential and literal skills, organizational patterns of information, and vocabulary development. Upon completion of the P.E.R.T. diagnostic or a Reading division diagnostic, students will be assigned independent study modules. Students must complete each module and pass the final exam with a grade of 70% or higher. This course does not apply toward requirements in general education or toward any associate degree; **Prerequisites:** None; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 1/1/0; **Effective Date:** Fall 2013 (201410).

*The catalog course description had minor editorial issues and the first sentence was changed to "A specialized instruction in developmental reading concepts to prepare students for ENC1101." The prerequisites section was changed to "Score of 84-103 on P.E.R.T. and department approval."*

*Proposal 1213-196 was approved with the above changes.*

**1213-197 REA 0056 Developmental Reading Module II, CCA.....Summer Trazzera**  
**Purpose:** Introduction of a new course; **Catalog Course Description:** This course provides specialized instruction in developmental reading concepts to prepare students for REA0017C. Topics include comprehension skills with an emphasis on literal skills, organizational patterns of information, and vocabulary development. Upon completion of the P.E.R.T. diagnostic or a Reading division diagnostic, students will be assigned independent study modules. Students must complete each module and pass the final exam with a grade of 70% or higher. This course does not apply toward requirements in general education or toward any associate degree; **Prerequisites:** None; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 2/2/0; **Effective Date:** Fall 2013 (201410).

*The catalog course description had minor editorial issues and the first sentence was changed to "A specialized instruction in developmental reading concepts to prepare students for REA0017C." The prerequisites section was changed to "Score of 84-103 on P.E.R.T. and department approval."*

*Proposal 1213-197 was approved with the above changes.*

**1213-198 ENC 0055 Developmental English Module I, CCA.....James Leonard**  
**Purpose:** This module is needed so that those students who receive a score just below the cut-off point on the PERT can receive truncated instruction in the one or two subject areas in which they are

deficient and move forward at an accelerated rate, thereby increasing their chances of academic success at Valencia;

**Catalog Course Description:** This course provides specialized instruction in developmental writing concepts to prepare students for ENC 1101. Topics include the components necessary to write a unified, well-developed paragraph, such as topic sentences, use of major and minor development, coherence, unity, and use of logical organizational patterns. Other topics include the conventions of standard American English as appropriate for academic writing. Upon completion of the P.E.R.T. diagnostic or a Communications division diagnostic, students will be assigned one or two topic modules. Students must complete each module with a grade of C or higher. This course does not apply toward Communications requirements in general education or toward any associate degree;

**Prerequisites:** None; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 1/1/0; **Effective Date:** Fall 2013 (201410).

*The catalog course description had minor editorial issues and the first sentence was changed to “A specialized instruction in developmental writing concepts to prepare students for ENC 1101.” The prerequisites section was changed to “Score of 90-98 on P.E.R.T. and department approval.*

*Proposal 1213-198 was approved with the above changes.*

**1213-199 ENC 0056 Developmental English Module II, CCA.....James Leonard**

**Purpose:** This module is needed so that those students who receive a score just below the cut-off point on the PERT can receive truncated instruction in the one or two subject areas in which they are deficient and move forward at an accelerated rate, thereby increasing their chances of academic success at Valencia; **Catalog Course Description:** This course provides specialized instruction in developmental writing concepts to prepare students for ENC 1101. Topic modules include the components needed to write a unified, developed, and logically organized essay. Other modules include the conventions of standard American English as appropriate for academic writing and the evaluation of students' own writing and the writing of others, using objective standards of quality. Upon completion of the P.E.R.T. diagnostic or a Communications division diagnostic, students will be assigned three or four major topic modules. Students must complete each module with a grade of C or better. This course does not apply toward Communications requirements in general education or toward any associate degree; **Prerequisites:** None; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 1/1/0; **Effective Date:** Fall 2013 (201410).

*The catalog course description had minor editorial issues and the first sentence was changed to “A specialized instruction in developmental writing concepts to prepare students for ENC 1101.” The prerequisites section was changed to “Score of 90-98 on P.E.R.T. and department approval.*

*Proposal 1213-199 was approved with the above changes.*

#### 4. Discussion Items

*There are no Discussion Items for the June Agenda.*

#### 5. Information Items

- College Curriculum Committee Manual – The Curriculum Committee is asked to review the Curriculum Committee Manual and provide feedback. Curriculum Manual Highlights:

-There are new guidelines approved by the CLC for pre-majors.

-The Course Outline Builder Information is no longer applicable so it has been deleted, and the forms have been removed since they will look different in the new CIM system (Course Information Management System).

-We are looking for feedback on the removal of the Physical Education rep based upon the explanation from their FT faculty, Joe Marek below.

While membership on a governance committee is extremely important the current alignment that includes PE is perhaps dated and worthy of review. Physical Education was originally assigned a place on the committee because it stood alone as a department and including interscholastic sports had a much larger footprint in the curriculum and college operations. Unfortunately that is no longer the case. We have had no competitive sports for over 15 years and since that time have been part of one department/division or another. Also the full time faculty in this area, because of the discontinuation of sports and the lack of any mandated courses in physical education, has now been reduced to only two members. There are currently no classes offered at Lake Nona and only a golf class offered at Osceola. Health and physical education have been represented by their department/divisions since those changes years ago.

Please respond to all with your thoughts of removing this rep, and we can have a discussion about possible alternative replacement for this seat in the fall term.

*It was determined to remove the Physical Education Rep for the next academic year. The committee will make decisions about a replacement member at the September meeting.*

- The following Health Information Technology courses have been given new course numbers after they were submitted to the State Course Numbering System: HIM 2234C is now HIM 2729C, HIM 2283 is now HIM 2721, HIM 2500 is now HIM 2512 and HIM 2510 is now HIM 2500.

***The next meeting of the College Curriculum Committee is scheduled for September 11, 2013, and will be held on the West Campus, Room 6-202. The deadline for submission of agenda items and related materials for the July meeting is \*August 28, 2013 (\*agenda items will not be accepted after that date).***