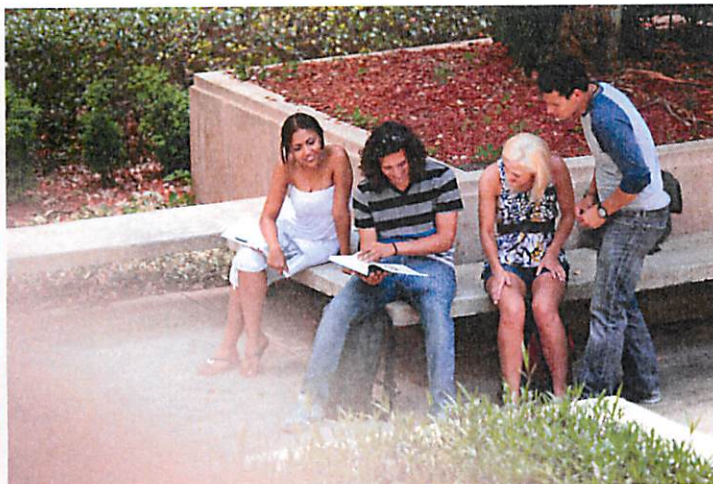# THE DISTRICT BOARD of TRUSTEES of VALENCIA COLLEGE

Regular Board Meeting

May 15, 2012

Valencia College Downtown Center

190 S. Orange Avenue • Orlando • FL • 32801

VALENCIACOLLEGE

DATE: May 8, 2012

TO: Board of Trustees of Valencia College

FROM: Sanford C. Shugart, President

SUBJECT: District Board of Trustees' Meeting – Tuesday, May 15, 2012

Dear Members of the Board:

Enclosed are the materials for the District Board of Trustees Meeting to be held on:

Date: **Tuesday, May 15, 2012**

Time: **8:30 AM**

Location: **Valencia College Downtown Center**
190 S. Orange Avenue – First Floor Meeting Room
Orlando, FL 32801

Please remember to park at the SunTrust Parking Garage and bring your parking ticket with you so that we may validate it.

As always, please feel free to call me with any questions prior to the meeting.

Yours truly,

Sandy

SCS/dms
Attachments

VALENCIA COLLEGE
DISTRICT BOARD OF TRUSTEES
Orlando, Florida

Regular Meeting
May 15, 2012 – 8:30 a.m.

First Floor Meeting Room – Downtown Center
190 S. Orange Avenue, Orlando, FL 32801

AGENDA

THIS MEETING IS OPEN TO THE PUBLIC

Call to Order – *Ms. Bertica Cabrera Morris, Board Chair*

Invocation – *Dr. Stanley H. Stone, Vice President, Human Resources and Diversity*

Pledge of Allegiance to the Flag

I. **Approval of Minutes** – April 17, 2012, Regular Meeting

II. **President's Report** – *Dr. Sanford Shugart, President*

III. **New Business**
1. Allocate Fund Balance for Purchase of Metrowest Land
2. Allocate Fund Balance for Remodeling of Osceola Building 2
3. Approval of Budget Keystones for FY2012-2013
4. Contract for Architectural Services Request for Qualifications (RFQ) 11/12-19
5. Approval of 2012-2013 Catalog
6. Policy Revision
    · Adopt Policy 6Hx28:3E-01 – Full-Time Personnel Performance Evaluations
    · Adopt Policy 6Hx28:3C-02.3 – Overtime Compensation for Career Service Employees
7. Additions, Deletions or Modifications of Courses and Programs
8. Continuing Education Courses and Fees
9. Human Resources Agenda
10. Submission of Grant Proposals
11. Property Deletions

IV. **Reports**
A. Valencia Foundation Report - *Ms. Lori Kifer-Johnson, Trustee*
B. Faculty Council Report - *Mr. Robert McCaffrey, President, Faculty Association*
C. Internal Auditor Report - *Ms. Undria Stalling, Internal Auditor*
D. Construction Report - *Mr. Keith Houck, Vice President, Vice President, Operations & Finance*

V. **Other Business**

APRIL 17, 2012

DBOT MEETING MINUTES

VALENCIA COLLEGE
DISTRICT BOARD OF TRUSTEES
REGULAR MEETING

Minutes
April 17, 2012
Valencia College – West Campus

Members Present
Ms. Bertica Cabrera-Morris, Chair
Ms. Maria Grulich Toumazos, Vice Chair
Ms. Jerry D. Buchanan
Mr. Guillermo Hansen
Ms. Lori Kifer-Johnson
Mr. Lewis M. Oliver III
Mr. Fernando Perez

Dr. Sanford C. Shugart, Secretary to the Board and President of the College

Call to Order	Chair Cabrera Morris called the meeting of the District Board of Trustees of Valencia College to order at 8:40 a.m.
Invocation	The invocation was offered by Dr. Stan Stone, Vice President of Human Resources and Diversity.
Pledge of Allegiance	The Pledge of Allegiance was recited by all.
Election of Officers	Dr. William J. Mullowney, Vice President for Policy and General Counsel, presided over the election of officers. Dr. Mullowney discussed the basic procedures and protocols of board officer elections where the Chair position remains vacant. Ms. Cabrera Morris, sitting Vice Chair was elected Chair of the board by unanimous consent. Ms. Grulich Toumazos was duly nominated and elected Vice Chair by unanimous consent.
Approval of Minutes December 13, 2012	Chair Cabrera Morris called for approval of the February 21, 2012 board meeting minutes. A motion was made by Mr. Oliver and seconded by Ms. Kifer Johnson to approve the February 21, 2012 Regular Board Meeting Minutes. The motion was approved unanimously.

President's Report

President Shugart introduced Dr. William Mullowney, Vice President for Policy and General Counsel to present the annual Legislative Session Report. Dr. Mullowney summarized key appropriations and other legislative matters impacting the College.

President Shugart then introduced Ms. Lucy Boudet, Vice President for Marketing who presented a report on an economic impact study, conducted by the college to better understand the value of a community college education and the economic impact that college graduates bring to the community.

President Shugart discussed assembling a management advisory committee comprised of leaders in economic development and real estate; the committee members would lend expertise with regard to real property asset management.

President Shugart discussed his involvement serving on various boards of local organizations.

Remarks

Chair Cabrera Morris encouraged the board members to contribute suggestions or ideas pertaining to community involvement and activities beneficial to the College.

NEW BUSINESS:

1. **Approval of Contract to Purchase Property** – To authorize the college's $2.37 million purchase of vacant land located the MetroWest area, adjacent to the Valencia West Campus, in accordance with the property terms as presented.

   Trustee Oliver made a motion to authorize the College to enter into a contract as proposed, subject to obtaining two approvals to support the purchase price during a 45-day inspection period. The motion was seconded by Trustee Perez and approved unanimously.

2. **Annual Equity Update Plan** – To approve the plan in order to ensure compliance with the state of Florida's Department of Education equity and diversity plan. Trustee Oliver moved to accept this item; Trustee Buchanan seconded, and the item was approved unanimously.

Consent Agenda

A motion was made by Chair Cabrera Morris to accept the remaining Items 3 through 7 of the consent agenda, and members of the board unanimously approved the following actions:

3. **Additions, Deletions or Modifications of Courses and Programs**
4. **Continuing Education Courses and Fees**
5. **Human Resources Agenda**
6. **Submission of Grant Proposals**
7. **Property Deletions**

REPORTS:

Development Education Initiative

Dr. Karen Borglum, Assistant Vice President, Curriculum Development and Articulation, and Dr. Nicholas Bekas, Professor of English, presented an overview of the developmental education students at Valencia. They also shared information about the work done within the Developmental Education Initiative which has aided in the success of our students. Initiatives highlighted included: curriculum alignment, LinC, Supplemental Learning, Bridges, and a new program called REACH.

Valencia Foundation Report

Trustee Lori Kifer Johnson reported on the Foundation's accomplishments and activities.

Faculty Council Report

Dr. Robert Gessner, Faculty Council President, reported on the council's continued efforts to innovate and reduce the cost of instructional materials to students.

President Shugart thanked Dr. Gessner for his leadership as 2011-12 Faculty Council President; the incoming Faculty Council President for 2012-13 is Dr. Robert McCaffrey.

Financial Indicators Report

Mr. Keith Houck, Vice President for Operations and Finance, provided a report on the College's budgeted annual revenue and expenditures.

Construction Report

Mr. Houck reported on the progress of construction projects at the Lake Nona, Osceola and West campuses.

Winter Park Campus Report

Dr. Michelle McArdle, Executive Dean of the Winter Park Campus, provided the board with information about this individual campus as a member of the Winter Park community. Dr. McArdle then introduced Dr. Ilyse Kusnetz, Professor of English at the Winter Park Campus, who introduced a short video featuring a visiting author, a quadriplegic who performed a reading for the students.

Winter Park Campus Student Government Association Report

Mr. Scott Schaara, Valencia Winter Park Campus SGA President, presented the highlights of SGA activities on the campus.

Adjournment

Chair Cabrera Morris adjourned the board meeting at 11:33 a.m.

Secretary   Chair

3

PRESIDENT'S REPORT

NEW BUSINESS

ALLOCATE FUND BALANCE FOR PURCHASE OF METROWEST LAND

May 15, 2012

TO: BOARD OF TRUSTEES
           Valencia Community College

FROM: SANFORD C. SHUGART
           President

RE: ALLOCATE FUND BALANCE FOR PURCHASE OF METROWEST LAND

The District Board of Trustees has designated $2,700,000 to fund the purchase of the Osceola Campus land from the Foundation. On April 17, 2012 the District Board of Trustees approved the purchase of unimproved real property in Metrowest adjacent to the West Campus for a purchase price of $2,370,000.

The President recommends that the Board not use those funds to purchase the Osceola Campus land and repurpose those funds to provide funding for purchase of the Metrowest real property and any other related costs, including the cost to construct parking.

RECOMMENDED ACTION:

The President recommends that the Board of Trustees approve the reallocation of designated fund balance for the Metrowest land purchase and parking construction.

President

ALLOCATE FUND BALANCE FOR REMODELING OF OSCEOLA BUILDING 2

May 15, 2012

TO: BOARD OF TRUSTEES
           Valencia College

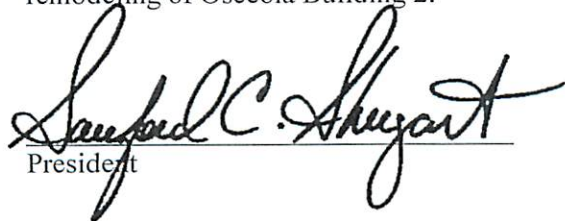FROM: SANFORD C. SHUGART
           President

RE: ALLOCATE FUND BALANCE FOR REMODELING OF OSCEOLA BUILDING 2

On June 21, 2011, the District Board of Trustees designated $1,300,000 to cover the shortfall in funding for Osceola Building 4 due to the Public Education Capital Outlay (PECO) appropriation being vetoed in fiscal year 2011-12. The fiscal 2012-13 budget includes funding to complete Osceola Building 4.

The college will need to re-purpose some of the space in Osceola Building 2 vacated as the library moves from there to the new Building 4. Funding will be required to remodel the existing space after the move. The President recommends that the Board reallocate the $1,300,000 designated for Osceola Building 4 to provide funds for remodeling Osceola Building 2.

RECOMMENDED ACTION:

The President recommends that the Board of Trustees approve the reallocation of fund balance for the remodeling of Osceola Building 2.

President

APPROVAL OF BUDGET KEYSTONES

FOR FY2012-2013

May 15, 2012

TO: THE DISTRICT BOARD OF TRUSTEES
         OF VALENCIA COLLEGE

FROM: SANFORD C. SHUGART
         President

RE: BUDGET KEYSTONES - FY2012-2013

RECOMMENDED ACTION:

   The President recommends that the District Board of Trustees of Valencia College approve the Budget Keystones for FY2012-2013 as proposed.

President

Budget Keystones – Option A

Revenue		Millions
No enrollment growth (6% down from current budget)		($5.3)
No tuition increase		0
Additional State funding		
- Non-recurring capital projects ($6 million)		
- Recurring funding		$2.3
Impact on Revenue		($3.0)

Expenditures		
Basic operational costs to add 3 new buildings (300,000 sq. ft.)	$3.3	
No salary increase (other than faculty Institutional Effectiveness) $0.3		
Other personnel expenses	$0.3	
No increase in health insurance (self-insured)	0	
Increases in Expenditures		$3.9
Removed contingency	($3.5)	
Reductions in travel, supplies, utilities, contractual services	($1.6)	
Reductions in adjunct faculty (about 800 sections)	($1.4)	
Reductions in part-time staff and services	($0.4)	
Increased projection for savings due to un-filled positions	($0.4)	
Decreases in Expenditures		($7.3)
Excess Revenue over Expenditures		$0.4

Budget Keystones – Option B

Revenue		Millions
No enrollment growth (6% down from current budget)		($5.3)
3% tuition increase		$2.5
Additional State funding		
- Non-recurring capital projects ($6 million)		
- Recurring funding		$2.3
Impact on Revenue		($0.5)

Expenditures		
Basic operational costs to add 3 new buildings (300,000 sq. ft.)	$3.3	
No salary increase (other than faculty Institutional Effectiveness) $0.3		
Other personnel expenses	$0.3	
No increase in health insurance (self-insured)	0	
Increases in Expenditures		$3.9
Removed contingency	($3.5)	
Reductions in travel, supplies, utilities, contractual services	($1.6)	
Reductions in adjunct faculty (about 800 sections)	($1.4)	
Reductions in part-time staff and services	($0.4)	
Increased projection for savings due to un-filled positions	($0.4)	
Impact on Expenditures		($7.3)
Excess Revenue over Expenditures		$2.9

Budget Keystones – Option C

Revenue		Millions
No enrollment growth (6% down from current budget)		($5.3)
5% tuition increase		$4.1
Additional State funding		
- Non-recurring capital projects ($6 million)		
- Recurring funding		$2.3
Impact on Revenue		$1.1

Expenditures		
Basic operational costs to add 3 new buildings (300,000 sq. ft.)	$3.3	
No salary increase (other than faculty Institutional Effectiveness) $0.3		
Other personnel expenses	$0.3	
No increase in health insurance (self-insured)	0	
Increases in Expenditures		$3.9
Removed contingency	($3.5)	
Reductions in travel, supplies, utilities, contractual services	($1.6)	
Reductions in adjunct faculty (about 800 sections)	($1.4)	
Reductions in part-time staff and services	($0.4)	
Increased projection for savings due to un-filled positions	($0.4)	
Decreases in Expenditures		($7.3)
Excess Revenue over Expenditures		$4.5

CONTRACT FOR
ARCHITECTURAL SERVICES
REQUEST FOR QUALIFICATIONS

May 15, 2012

TO: DISTRICT BOARD OF TRUSTEES
of Valencia College

FROM: SANFORD C. SHUGART
President

RE: CONTRACT FOR ARCHITECTURAL SERVICES REQUEST FOR QUALIFICATIONS
(RFQ) 11/12-19

The following seventeen (17) firms submitted qualifications to provide Architectural Services for a Continuing Services Contract:

- Baker Barrios Architects
- Borrelli & Partners Inc.
- CT Hsu & Associates PA
- Cuhaci & Peterson Architects, Engineers, Planners
- DJ Design Services Inc.
- Florida Architects

- Hawkins, Hall & Ogle Architects Inc.
- HKS Architects Inc.
- KZF Design LLC
- Pond & Company
- Rhodes & Brito Architects
- Rogers, Lovelock & Fritz

- Song & Associates
- Starmer Ranaldi Planning & Architecture Inc.
- Strollo Architects
- Walker Architects
- Zyscovich Architects

A public evaluation meeting was held on Tuesday, April 3, 2012, to review the qualifications and shortlist the firms. The evaluation committee short listed the three highest scoring firms and scheduled them for presentations/ interviews. The three shortlisted firms were: Borrelli & Partners Inc., Florida Architects, and Rhodes & Brito Architects.

On Tuesday, April 10, 2012, a public meeting was held to evaluate the short listed firm's presentations and finalize the scoring. The master score sheet was up dated to reflect the combined scores and the three short listed firms were ranked in the following order:

(1) Rhodes & Brito Architects
(2) Florida Architects
(3) Borrelli & Partners Inc.

RECOMMENDATION:

The President recommends that the Board of Trustees of Valencia College begin negotiations with Rhodes & Brito Architects to provide Annual Continuing Contract for Architectural Services to the College. Should the College not be able to negotiate a satisfactory contract with Rhodes & Brito Architects, then negotiations will commence with the second ranked firm and so on until a fair, competitive and reasonable agreement is reached.

President

APPROVAL OF 2012-2013 CATALOG

May 15, 2012

TO: DISTRICT BOARD OF TRUSTEES
OF VALENCIA COLLEGE

FROM: SANFORD C. SHUGART
President

RE: APPROVAL OF 2012-2013 CATALOG

The President recommends that the Board approve the catalog changes (between the 2010-2011 and 2011-2012 catalogs) as proposed in the attached.

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 requested.

President

SIGNIFICANT CHANGES BETWEEN 2011-2012 and 2012-2013 CATALOGS

1. **THROUGHOUT CATALOG**
   - Updated Campus information to reflect services at Lake Nona Campus

2. **INSIDE COVER**
   - Changed Valencia at Lake Nona to Lake Nona Campus
   - Revised Learning Centered Student Services language to make it more student friendly

3. **GENERAL INFORMATION/INTRODUCTION**
   - Revised Academic Calendar to reflect one fee payment deadline
   - Revised Board of Trustees with current membership

4. **ADMISSIONS, RECORDS, AND REGISTRATION**
   - Revised Application and Admissions Process entry to indicate applicants for Advanced Technical Certificates must pay a $50 application fee
   - Added a column for Bachelor's Degree Student admissions requirements
   - Revised General Admission Requirements #6 to note if a transcript from an institution outside the U.S. is affiliated with a regionally accredited institution no evaluation is required
   - Update Dual Enrollment entry with new application deadlines and to note all placement scores must be at college level (Reading, English and Math)
   - Revised Transient Student from Valencia entry to note students must be eligible to register (not on academic suspension)
   - Updated Transcript Requests entry to indicate a student must submit another request with the $3 fee to have a transcript resent if a student states the initial request was not received

5. **FINANCIAL INFORMATION AND FEES**
   - Revised Application Fees entry to define inactive students as students who have not taken courses in the past two years
   - At the time of this submission tuition has not yet been established
   - Added Full Cost of Instruction amount for bachelor's courses
   - Added Transient fee of $5 per course
   - Revised Senior Citizens Waiver entry to remove reference to late registration period and indicate "...after the date listed in the Academic Calendar..." and the "allowed" registration period
   - Revised State Employees Waiver entry to remove reference to late registration period and indicate "...after the date listed in the Academic Calendar..." and the "allowed" registration period
   - Updated Estimated Expenses for Criminal Justice Institute Programs
   - Revised Refund of Fees entry with clarifying language that for remaining credit, the balance will be electronically deposited in accordance with the student's refund preference and that the student will receive a Valencia Debit card one time in the first term of enrollment and Valencia. The card is valid for the duration of the student's time at Valencia

6. FINANCIAL AID

- Renamed File Completion Dates to Priority Deadline and updated dates
- Revised General Eligibility Requirements to remove reference to Ability to Benefit and updated eligible certificates to include Criminal Justice Technology Specialist and Medical Office Management
- Revised SAP entry to:
  - include SAP appeal deadlines for appeal to be considered for the current term
  - include verbiage that transfer credits are included in the 150% calculation
  - include verbiage that 2.0 GPA must be maintained for Valencia and Overall
  - include a chart for 150% of credit hours
  - include indications that WN and MR will count as unsuccessful attempts
  - reflect new rounding guidelines with increments of 0.5 or more being rounded to the next highest number (66.7% will be rounded to 67%)
- Updated Federal Pell Grant entry with new federal regulation that students can receive Pell for a maximum of 12 terms of full-time equivalency enrollment and to note EFC of $4995
- Updated Florida Student Assistance Grant entry to show a maximum award of $2534
- Revised Scholarships entries to remove President's Academic Honors Scholarship, Honors Exemplary Scholarships and Bronze Honors Scholarships and added James M. and Dayle L. Seneff Honors College Scholarships, and a Bridges to Success initial eligibility criteria that students must apply and be accepted to Valencia
- Updated Florida Bright Futures Scholarship Program entry to with revised award amounts (Academic Scholars is $61 lower level and $69 higher level, Medallion is $61 lower level and $51 higher level, and Gold Seal is $47 lower level only) and to indicate student must be classified as a Florida Resident for Tuition Purposes
- Revised Veteran's entry add BS degrees as eligible for benefits
- Revised Federal Direct Loan Programs to:
  - remove "Stafford"
  - remove interest rates
  - remove reference to loan request forms
  - add a statement that interest will begin to accrue when you graduate or stop attending at least half-time

7. STUDENT AND CAMPUS SERVICES

- Updated Answer Center entry to note title change from Student Services Specialists to Student Services Advisors
- Updated Bookstore entry to indicate a photo ID is required for financial aid and book buy-back transactions and that book buy-back can provide up to 50% of the current new price
- Updated Housing entry with a link to resources on the prospective student web page
- Updated Learning Support Centers and Tutoring Services with streamlined language for tutoring and to note Wi-Fi hotspots for "wireless devices" instead of "laptops"
- Updated Libraries entry with current holdings information
- Updated Public Transportation entry to note Lynx passes can be purchased in the bookstore
- Updated Student Development entry to add information on Campus Tours and the student development web site
- Revised Student Services Transfer Tips to remove reference to CLAS
- Updated Workforce Services entry to remove College Central Network and replace it with NAVIGATOR

8. ENTRY TESTING AND PLACEMENT, COLLEGE-PREPARATORY COURSES, AND MANDADTORY COURSES

- Removed reference to Ability to Benefit
- Updated Requirements for Taking the PERT to add Board of Education Rule Number to retake section as this is now in state rule (required preparation and maximum of 2 attempts)
- Updated Placement Chart Reading section to include a score of 262 on Grade 10 FCAT 2.0 as college level
- Updated Requirements for Passing All Developmental and EAP Courses with new procedures for a departmental final since Florida statute 1008.30 was changed and removes REA0017N intensive tutorial

9. DISTANCE LEARNING WITH VALENCIA ONLINE

- Revised URL to learn.valenciacollege.edu
- Added "active and valid" to requirement for Florida address
- Updated Technology Requirements entry to note Atlas Help Desk summer hours of 9-12

10. ALTERNATIVE WAYS TO EARN CREDIT

- Updated Career Pathways (formerly Tech Prep) entry with new Energy Career Cluster and to specify required completion of one Valencia course after high school to receive credits
- Updated Service Learning entry with revised eligibility requirements of only a 2.0 GPA and removed Student Success office/URL information

11. TRANSFER PLANS

- Updated the new common prerequisites in
    - Computer Science - MAC2311, MAC2312, PHY2048C, PHY2049C, COP2220 or COP2224 or COP2800, two additional science courses for science majors with BCS or CHM prefix
    - Engineering - MSC2311, MAC2312, MAC2313, MAP2302PHY2048C, PHY2049C, CHM1045C,
    - Horticultural Science - SPC1608, MAC1114, MAC1140, BSC1010C, BSC1011C, ECO2013 or ECO2023, CHM1045C, PHY1053C, ENC1210
    - Marine Biology - MAC2311 or MAC2233, MAC2312 or STA2023, BSC1010C, BSC1011C, CHM1045C, CHM1046C, CHM2210C or PHY2048C, CHM2211C or PHY2049C
    - Political Science and Government - POS2041, 1 course with POS or INR prefix
    - Psychology - STA2023, BSC1010C, PSY2012, Any additional CLP, DEP, INP or PSY course
    - Public Administration - POS2041, ECO2013 or ECO2023, CGS1060 or CGS2100

12. EDUCATIONAL ENHANCEMENT OPPORTUNITIES

- Updated Statway entry with advising information for completion of Math General Education requirements and remove reference to Fall 2011 and Spring 2012 terms
- Revised Dual Enrollment entry with updated application deadline dates and to note all entry placement scores must be at college-level
- Changed Center for Global Languages entry to reflect Intensive English Program (IEP)
- Revised LinC entry with updated wording and included web site
- Removed College Reach Out Program entry

- Created Service Learning entry
- Revised Study Abroad and Global Experiences entry with updates wording to more accurately reflect student opportunities
- Revised University of Central Florida Partnerships entry with new degree information for Regional Campuses

13. TEACHER PREPARATION AND RECERTIFICATION
- Removed Creating Opportunities and Resources for Educators entry as this program has been discontinued
- Updated e-mail and URL to reflect change in reporting structure for Teacher Recertification to the Educator Preparation Institute

14. ACADEMIC POLICIES AND PROCEDURES
- Updated Governing Catalog language to remove statement that if a second major is added both catalog years will be updated to the current catalog
- Revised Academic Course Load entry to note requests for exceptions can be handled by the Dean of Students or designee
- Revised Excess Hours Advisory Statement to note new requirement of 110%
- Updated Grades entry to include MR, Military Refund, as a grade with 0 quality points and to note that it does not affect GPA, but will affect academic honors and do count as attempts
- Revised Incompletes entry to remove exclusion of I to F in summer so it will roll every term
- Revised Conditions That Apply to a Third Attempt in a Course entry to remove summer exclusion for changing I to F
- Revised Transfer Credits entry to note that non-regionally accredited review request forms are in Atlas under the student tab
- Revised Academic Probation entry to note students must have academic advisor course approval prior to submitting a transient request form or it will be denied
- Revised Academic Suspension entry to note transient forms will be denied and students must comply with Student Services staff member's requirements or they will be re-suspended at the end of the term

15. HONORS AND INTERDISCIPLINARY STUDIES PROGRAMS
- Revised whole section to reflect the move from an Honors Program to the James M. and Dayle L. Seneff Honors College. Changes include three new Honors tracks, program outcomes, and admission/graduation requirements within the Honors College.

16. DEGREES
- No significant changes

17. UNIVERSITY PARALLEL PROGRAM: ASSOCIATE IN ARTS (AA) DEGREE
- Added HUM 1020H into General Education under Humanities section A
- Added SPC 1017 into General Education under Communications as an option to SPC 1608
- Added PHY 2048H into General Education under Science
- Added an Articulated Pre-Major in Electrical and Computer Engineering Technology with Valencia
- Added an Articulated Pre-Major in Architecture with UCF
- Added an Articulated Pre-Major in Management and Ethics with Asbury University
- Modified Pre-Major in Dance to reflect new courses and new credit hours.

- Removed some elective options in the Articulated Pre-Major in Engineering with UCF
- Removed Articulated Pre-Major in Engineering with UF

18. CAREER PROGRAMS: ASSOCIATE IN APPLIED SCIENCE (A.A.S.) DEGREES
ASSOCIATE IN SCIENCE (A.S.) DEGREES
APPLIED TECHNOLOGY DIPLOMA
CERTIFICATES

- Course level changes from 2000 to 3000 level within the Advanced Technical Certificates in Magnetic Resonance Imaging and Computed Tomography
- Added PHY 1007C as a prerequisite for admission to the Respiratory Care program, and removed HSC 2550 from the program. Additionally, RET 2350C added a credit hour to keep the program at 76 hours.
- Changed order of taking OST 1467 from Foundation to Intermediate, and put OST 2464 in Foundation. Added HSC 1531 to the allowed list of courses within the Medical Information Coder/Biller Administration, A.S. degree.
- Added OST 1257 and HSC 1531 to the allowed courses in the Medical Information Coder/Biller Administration Technical Certificate.
- Created Medical Transcription and Medical Front Office specializations within the Medical Office Administration A.S. degree. Additionally, added OST 1257 and HSC 1531 to the allowed list of Foundation courses.
- Added specializations of Medical Transcription and Medical Front Office to the Medical Office Technical Certificate.
- Added new course, DES 105, reduced credit hour of DEH 2804, and deleted DEH 2504 from the Dental Hygiene A.S. degree.
- Changed program name from Graphics Technology to Graphic and Interactive Design.
- Added 4 new graphic s courses to the Electives course list: GRA 1109, GRA 2225C, GRA 2755C, and GRA 2425. Added either POS 2041 or SPC 1017 as an additional General Education requirement.
- Added Hun 1004 as an elective option for the Hospitality-Food and Beverage Management Technical Certificate.
- Added new Technical Certificate entitled, Chef's Apprentice.
- Added new Technical Certificate entitled, Culinary Arts Management.
- Added new International Business Specialization to the Business Management, Marketing, and Administration A.S. degree.
- Removed CET 2486C, CET 2178C, and CGS 1560 or CET 2179C." Added CTS 1131C, CTS 1134C, CTS 1142 Under Intermediate Courses. Removed SPC 1608 and added SPC 1017 Under Advanced Courses. Changed CIS 2910 credit hours from 4 to 3. Changed Computer Information Technology Electives from 13 to 14 .Changed note 4 to read: "CIS 2910 is taken in last semester or with departmental approval and satisfactory completion of all mandated discipline specific Foundation and Intermediate technical courses." Under notations: Changed N1 to read "Network+" Add "P1 Project+" in the Computer Information Technology A.S. degree.
Removed CET 2486C, CET 2178C, and CGS 1560 or CET 2179C. Added CTS 1131C, CTS 1134C, CTS 1142, COP 2341. "Changed Computer Information Technology Electives from 9 to 6, since COP 2341 is an existing course and had been solely an elective. It is now a prerequisite for CTS 2321 and as a result should be listed under the required courses in Computer Information Technology Analyst w/Specializations in IT Security and IT Support, Technical Certificate.

- Removed CET 2486C, CET 2178C, and CGS 1560 or CET 2179C, and added CTS 1131C, CTS 1134C, CTS 1142 in Computer Information Technology Specialist Technical Certificate.
- Removed CGS 1560 and added CTS 1131C, CTS 1142; the total Foundation credits increased from 21 to 24. Under Intermediate Courses, removed SPC 1608, and added SPC 1017. Under Advanced Courses, changed CIS 2910 credit hours from 4 to 3. Reduced Computer Programming and Analysis Electives from 10 to 8. Reduced Total Advanced Credits from 21 to 18. Under COMPUTER PROGRAMMING AND ANALYSIS ELECTIVES, changed to read: "Any course in the course description section of the Valencia catalog with the subject prefix of CAP, CET, CGS (except CGS 1060), CIS, COP, COT, or CTS." Under NOTES, change note 4 to read: "CIS 2910 is taken in the last semester or with departmental approval and satisfactory completion of all mandated discipline specific Foundation and Intermediate technical courses," in the Computer Analysis and Programming A.S. degree.
- Removed CGS 1560, and added CTS 1131C to Computer Programming with Specializations in Computer Programming, Web Development, and Game Programming Technical Certificate.
- Removed CGS 1560, and added CTS 1131C to Computer Programming Specialist w/Specializations in Computer Programming Web Development, Technical Certificate.
- Added a new course, MUM 1620C to replace MUS 1621 to the Sound and Music Technology A.S. degree.
- Added an elective to the Sound and Music Production-Audio Visual Production Technical Certificate.
- Developed two new specializations in the Digital Media Technology A.S. degree: one in Mobile Journalism and one in Web Development.

19. BACHELORS DEGREE SECTION
- Changed program learning outcomes in B.S. degree, Radiologic and Imaging Sciences.
- Added A.A. Articulated PreMajor in Electrical and Computer Engineering to the list of programs for transfer into the B.S. degree in Electrical and Computer Engineering.

20. COURSE DESCRIPTIONS (ADDITIONS, MODIFICATIONS, AND DELETIONS)
Course Additions
PSG 4000   Polysomnographic Technology III
Catalog Course Description: This course introduces principles of Polysomnographic technology. Topics include: medical terminology, instrumentation setup and calibration, recording and monitoring techniques, documentation, professional issues and patient-technologist interactions related to Polysomnographic Technology. This course is designed for advanced practitioners in Polysomnographic Technology while exploring pediatric and neonatal Nuerodiagnostics, MSLT (multiple sleep latency test), pharmacology and sleep disorders, including cataplexy and narcolepsy; *Prerequisites:* A.S. degree in Respiratory Care; *Co-requisites:* PSG 4000L and PSG 4800L

PSG 4000L   Polysomnographic Technology III Laboratory
Catalog Course Description: Provides laboratory instruction and practical experience in polysomnographic techniques used in neonatal, pediatric and adult populations. Topics include related medical terminology, conducting of a patient sleep history, patient assessment, patient preparation, instrumentation setup and calibration, MSLT (multiple sleep latency test), recording and monitoring techniques, documentation, patient-technologist interactions. This course is an extension of

Polysomnographic Technology III; *Prerequisites:* A.S. Degree in Respiratory Care; *Co-requisites:* PSG 4000 and PSG 4800L

PSG 4001 Polysomnographic Technology IV

Catalog Course Description: This course provides instruction in advanced aspects of Polysomnographic Technology. This course expands upon the topics covered in Polysomnographic Technology III and expands on neonatal and pediatric sleep medicine trends, biostatistics, and treatment plans. Students will become familiar with the skills and knowledge needed to obtain and evaluate high quality sleep recordings. Topics include: sleep scoring and event recognition, instrumentation setup and calibration, recording and monitoring techniques, documentation, therapeutic interventions, specialty sleep studies and patient-technologist. *Prerequisites:* Minimum grade of "C" in PSG 4000, PSG 4000L, and PSG 4800L; *Co-requisites:* PSG 4001L and PSG 4801L

PSG 4001L Polysomnographic Technology IV Laboratory

Catalog Course Description: Provides laboratory instruction in advanced aspects of polysomnographic technology. Topics include: sleep scoring and event recognition, instrumentation setup and calibration, recording and monitoring techniques, documentation, therapeutic interventions, specialty sleep studies and patient-technologist interactions related to polysomnographic technology in the neonatal, pediatric and adult population. This course is an extension of Polysomnographic Technology IV; *Prerequisites:* Minimum grade of "C" in PSG 4000, PSG 4000L and PSG 4800L; *Co-requisites:* PSG 4001 and PSG 4801L

PSG 4800L Polysomnographic Technology Clinical III Practicum

Catalog Course Description: An introduction to polysomnographic procedures performed in the clinical setting with neonatal, pediatric and adult patients. Students will observe, perform (under supervision), and evaluate basic sleep studies. Students will be required to master the skills of: conducting a complete sleep history, patient assessment, patient preparation and instrumentation setup, calibration and operation, recording and monitoring procedures during the test, documentation, record keeping and patient-technologist interactions; *Prerequisites:* A.S. Degree in Respiratory Care; *Co-requisites:* PSG 4000 and PSG 4000L

PSG 4801L Polysomnographic Technology Clinical IV Practicum

Catalog Course Description: This course is designed to continue the development of skills and concepts begun in Practicum III. Students will observe, perform (under supervision), and evaluate basic and advanced sleep studies for neonatal, pediatric and adult patients. In addition, this course will focus more on the scoring of sleep studies, therapeutic interventions used, and more advanced and specialized aspects of Polysomnography designed to prepare the student for employment in any sleep lab and to take the RPSGT and/or SDS credentialing examination. Students will be required to master the skills of: sleep scoring and event recognition, CPAP titration, therapeutic and pharmacological interventions, specialty sleep studies and patient-technologist interactions related to Polysomnographic Technology; *Prerequisites:* Minimum grade of "C" in PSG 4000, PSG 4000L and PSG 4800L; *Co-requisites:* PSG 4001 and PSG 4001L

HLP 1093 Meditation for Stress Management

Catalog Course Description: This experiential course is an introduction to the art and science of meditation for stress management. Topics include the benefits of meditation, meditation techniques, breath work, meditation and health, and meditation for everyday living. This course will help students find the type of meditation that is best for them enabling them to establish a personal meditation practice. This course is suitable for all students, regardless of physical limitations. (Special Fee: $5.00); *Pre- and Co-requisites:* None

HSC 1180   Tai Chi
Catalog Course Description: Tai Chi is a self-paced system of gentle physical exercise and stretching. Students will learn how to perform a series of postures and movements in a slow graceful manner to help improve overall health and fitness. (Special Fee: $5.00); *Pre- and Co-requisites:* None

HUM 1020H   Introduction to Humanities-Honors
Catalog Course Description: Same as HUM 1020. In addition, course content will satisfy one Honors Program learning outcome. Honors Program permission required; *Prerequisites:* Admission to Valencia Honors Program; *Co-requisites:* None

IDH 2955   Honors Study Abroad
Catalog Course Description: Students enrolled in this course will earn credit for participation in approved study abroad programs in the Valencia Honors Program. Course content will vary each year, but will involve activities that satisfy at least one of the following program outcomes: 1) Recognize and weigh different perspectives in primary and secondary sources; 2) Produce original work and scholarly research; and 3) Connect learning across academic disciplines; *Pre- and Co-Requisites:* None

PHY 2048H   General Physics with Calculus I-Honors
Catalog Course Description: Same as PHY 2048C. In addition, course content will satisfy one Honors Program learning outcome. Honors Program permission required. (Special Fee: TBD); *Prerequisites:* Minimum grade of C in MAC 2312; *Co-requisites:* None

GEB 2942   Internship in Business
Catalog Course Description: This course is a planned work-based experience that provides students with an opportunity to fine-tune skills learned in class and enhance workplace skills through supervised practical experiences related to their career objectives. Each earned credit of Internship requires a minimum of 80 clock hours of work. Multiple credit course. May be repeated for credit, but grade forgiveness cannot be applied. (Internship Fee: $10.00); *Prerequisites:* Satisfactory completion of all mandated courses in reading, mathematics, English, and English for Academic Purposes; a minimum 2.0 institutional or overall GPA; and 12 credits, including GEB 1011, or ACG 2021, or BUL 2241, or ECO 2013, or ECO 2023. The Program Director/Program Chair/Program Coordinator or Internship and Workforce Services Office has the discretion to provide override approval as it relates to the waiver of required program/discipline-related courses; *Co-requisites:* None

RMI 2942   Internship in Insurance
Catalog Course Description: This course is a planned work-based experience that provides students with an opportunity to fine-tune skills learned in class and enhance workplace skills through supervised practical experience related to their career objectives. Each earned credit of Internship requires a minimum of 80 clock hours of work. Multiple credit course. May be repeated for credit, but grade forgiveness cannot be applied. (Internship Fee: $10.00); *Prerequisites:* Satisfactory completion of all mandated courses in reading, mathematics, English, and English for Academic Purposes; a minimum 2.0 institutional or overall GPA; and 12 credits, including GEB 1011 and RMI 1201 or RMI 1521. The Program Director/Program Chair/Program Coordinator or Internship and Workforce Services Office has the discretion to provide override approval as it relates to the waiver of required program/discipline-related courses; *Co-requisites:* None

DES 1051   Dental Pain Control and Local Anesthesia

Catalog Course Description: This course covers pain control in dentistry, including topical and local anesthetics, nitrous oxide sedation, and the use of analgesics; *Prerequisites:* DES 1020 and DES 1020L; *Co-requisites:* None

GRA 1109   History of Graphic Design
Catalog Course Description: This course explores the contemporary, historical, cultural and technological trends and advances which influence graphic design industry practices of today; *Prerequisites:* None

GRA 2425   Business and Ethics of Graphic Design
Catalog Course Description: This course helps students understand fundamental business operations, procedures, contracts, copyright laws, etiquette, and ethical concerns specific to the graphic design industry; *Prerequisites:* Minimum grade of C in GRA 2156C; *Co-requisites:* None

GRA 2225C   Advanced Typography
Catalog Course Description: This course provides students with the opportunity to advance their typographic understanding and application beyond the fundamental level. Students will be given the opportunity to design advanced typographic solutions for their visual portfolio (Special Fee: $46.00); *Prerequisites:* Minimum grade of C in GRA 1206C and GRA 1413; *Co-requisites:* None

GRA 2755C   Web Development for Designers
Catalog Course Description: This course allows front-end web designers to further develop their skills and understanding in current industry-standard back-end web development (Special Fee: $46.00); *Prerequisites:* Minimum grades of C in GRA 2143C and GRA 2132C; or Department approval; *Co-requisites:* None

FIN 2051   International Finance
Catalog Course Description: This course is designed for the student to learn the basic concepts and principles of international finance, with consideration of the financial environment, transactions, and flows. Exchange rates, risks, and government policies affecting business are analyzed as well as management policies and decisions; *Prerequisites:* Minimum grade of C in GEB 1350; *Co-requisites:* None

MAR 2150   International Marketing
Catalog Course Description: This course examines marketing concepts and strategies as applied to global markets. Students will explore the implications of organizing people, process, and technology given the influences of ideas, culture, laws, and economics. The course is intended to be more hands-on, although students will use a combination of text, lectures, case studies, outside reading, company research, video, group work, and presentation to enhance learning and practicing skills; *Prerequisites:* Minimum grade of C in GEB 1350; *Co-requisites:* None

CGS 2650   Social Networking for Job Search
Catalog Course Description: This course will teach students to utilize current industry social media as well as job search techniques related specifically to Information Technology. Students will explore Twitter, Facebook, LinkedIn, YouTube, and creating a digital portfolio to help find a job. Students should have some computer competency using the web and search engines; *Prerequisites:* None; *Co-requisites:* None

CTS 1131C   Computer Maintenance Essentials
Catalog Course Description: Provides detailed information on computer hardware, operating systems and networks. Students learn to install, configure, upgrade and replace computer system components; troubleshoot and upgrade hardware and peripherals; install, administer, troubleshoot and secure Windows and Linux operating systems; implement and secure a small network. At the end of this course students are prepared to take the CompTIA A+ certification examinations. (Special Fee: $46.00); *Prerequisites:* None; *Co-requisites:* None

CTS 1134C   Network Essentials
Catalog Course Description: This course introduces networking concepts and terminology, including Data Communications and Network Services, OSI Model, Network Topologies, Network Media, Connectivity Devices and Security. At the end of this course students are prepared to take the CompTIA Network+ certification examination. (Special Fee: $ 46.00); *Prerequisites:* None; *Co-requisites:* None

CTS 1142   Information Technology Project Management
Catalog Course Description: This course will enable the student to use a variety of project management techniques that can be applied in an information technology project context. The student will gain knowledge in the areas of integration management, scope management, time management, cost management, and quality management, which will serve as a foundation for an information technology project management position. This course maps to the objectives of CompTIA's Project+ certification and the Project Management Institute's Project Management Professional certification exams; *Prerequisites:* CGS 2100; *Co-requisites:* None

MUC 1211   Applied Music Composition
Catalog Course Description: Private applied lessons for music majors in music composition. Concurrent enrollment is required in music theory, appropriate ensemble, performance seminar, and keyboard class (excluding piano majors). Multiple credit course. May be repeated for credit up to a maximum of four credits, but grade forgiveness cannot be applied. (Special Fee: $120.00); *Prerequisites:* Audition by music faculty; *Co-requisites:* Music theory, appropriate ensemble, performance seminar, and keyboard class (excluding piano majors)

MUM 1620C   Introduction to Acoustics and Audio
Catalog Course Description: An introduction to fundamental concepts of Acoustics, Psychoacoustics, and Electroacoustics with emphasis on practical applications in professional audio (Special Fee: $86.00); *Prerequisites:* Minimum grade of C in MUT 1011C or MUT 1111; *Co-requisites:* None

CRW 2100   Introduction to Fiction
Catalog Course Description: Introduction to Fiction is a fiction-genre specific class. Students will write original work to be submitted for critique and will critique the work of other students in interactive workshops during class. Students will be introduced to the conventions of fiction through selected readings; *Prerequisites:* CRW 2001; *Co-requisites:* None

CRW 2102   Fiction II
Catalog Course Description: Fiction II is a fiction-genre specific class. Students will write original work to be submitted for critique and will critique the work of other students in interactive workshops during class. Students will continue to explore the conventions of fiction through selected readings and refine their understanding of contemporary fiction through reader response assignments; *Prerequisites:* CRW 2100; *Co-requisites:* None

CRW 2300   Introduction to Poetry
Catalog Course Description: Introduction to poetry is a poetry-genre specific class. Students will write original work to be submitted for critique and will critique the work of other students in interactive workshops during class. Students will be introduced to the conventions of poetry through selected readings; *Prerequisites:* CRW 2001; *Co-requisites:* None

CRW 2301   Poetry II
Catalog Course Description: Poetry II is a poetry-genre specific class. Students will write original work to be submitted for critique and will critique the work of other students in interactive workshops during class. Students will continue to explore the conventions of poetry through selected readings and refine their understanding of contemporary poetry through reader response assignments; *Prerequisites:* CRW 2300; *Co-requisites:* None

CRW 2930   Selected Topics in Creative Writing
Catalog Course Description: Selected topics in creative writing based on the needs and areas of the class and professor. May include laboratory and/or field work as part of the class. Multiple credit course. May be repeated for up to 6 hours of credit, but grade forgiveness cannot be applied; *Prerequisites:* Department approval; *Co-requisites:* None

DAA 1160   Modern Dance III for Pre-Majors
Catalog Course Description: Students will refine modern dance technique through assimilation, accuracy, application and recall. Performance techniques and knowledge of modern dance technique through choreographic works will be explored. Multiple credit course. May be repeated for credit for a maximum of 4 credit hours, but grade forgiveness cannot be applied; *Prerequisites:* DAA 1104 and DAA 1105; or department approval; *Co-requisites:* None

DIG 1102C   Introduction to Client-Side Programming
Catalog Course Description: Covers basic programming knowledge applied to front-end web technology with a focus on the JavaScript programming language. (Special Fee: $36.00); *Prerequisites:* None; *Co-requisites:* None

DIG 1108C   Introduction to Server-Side Programming
Catalog Course Description: Covers basic programming knowledge applied to back-end web technology with a focus on the PHP programming language. (Special Fee: $36.00); *Prerequisites:* None; *Co-requisites:* None

DIG 1940   Professional Development for Digital Media
Catalog Course Description: The student will perform self-reflective exercises to determine working and learning styles, research industry positions, learn basic job hunting skills, attend meetings of professional organizations, and learn how to develop and present their work; *Prerequisites:* None; *Co-requisites:* None

DIG 1631C   Digital Industry Practices
Catalog Course Description: The business practices of digital media industries are examined with special emphasis on project management, legal issues, teamwork, contracts, communication, and revenue. (Special Fee: $36.00); *Prerequisites:* None; *Co-requisites:* None

DIG 2106C   Advanced Client-Side Programming
Catalog Course Description: Covers event-driven programming, manipulating the Document Object Model, client-side event handling, and HTML forms with an industry-standard JavaScript framework.

(Special Fee: $36.00); *Prerequisites:* Minimum grades of C in DIG 1102C and DIG 2100C; OR minimum grades of C in COP 1000 and COP 2282; or department approval; *Co-requisites:* None

DIG 2107C   Advanced Server-Side Programming
Catalog Course Description: Covers the interaction of client requests over the internet, web services (PHP, HTML, HTTP) Business Objects and Business Logic Software design patterns, and generating responses over a server. (Special Fee: $36.00); *Prerequisites:* Minimum grades of C in DIG 1108C and DIG 2100C and DIG 1940; OR minimum grades of C in COP 1000 and COP 2282; or department approval; *Co-requisites:* None

DIG 2092C   Ethics of Web Development
Catalog Course Description: Students will explore community contribution, open source etiquette, attribution and the ethical questions surrounding social media and work for hire. (Special Fee: $36.00); *Prerequisites:* Minimum grade of C in DIG 1631C; or department approval; *Co-requisites:* None

DIG 2101C   Advanced Web Essentials
Catalog Course Description: Students will learn about cross-browser compatibility, the terminology of internet systems, and advanced CSS techniques. (Special Fee: $36.00); *Prerequisites:* Minimum grades of C in DIG 2100C and either DIG 2000C or GRA 1142C; or department approval; *Co-requisites:* None

DIG 2561C   Project Management for Digital Media
Catalog Course Description: This course covers planning and managing the creative and technical requirements of a web or multimedia project. Topics include project scheduling, budgeting, tracking, and reporting. (Special Fee: $36.00); *Prerequisites:* Minimum grade of C in DIG 2106C or DIG 2107C; or department approval; *Co-requisites:* None

DIG 2312C   Introduction to ActionScript
Catalog Course Description: Reinforces basic programming concepts inside the Adobe Flash environment. Students will learn the basics of the Flash interface along with beginning to intermediate level coding inside ActionScript. (Special Fee: $53.00); *Prerequisites:* Minimum grades of C in DIG 1102C and DIG 1940; or department approval; *Co-requisites:* None

DIG 2317C   Advanced ActionScript
Catalog Course Description: Using industry-standard authoring software and scripting languages, students author, optimize, and debug an advanced, interactive presentation through various stages of development. Special attention is given to creating interactive projects and interfaces. (Special fee: $53.00); *Prerequisites:* Minimum grades of C in DIG 1108C and DIG 2312C; or department approval; *Co-requisites:* None

DIG 2170C   Web Application Development
Catalog Course Description: Given a set of requirements, students will build a complete application, from modeling the data to the final display of the page. (Special Fee: $36.00); *Prerequisites:* Minimum grades of C in DIG 2106C and DIG 2107C and DIG 2561C and COP 2341; or department approval; *Co-requisites:* None

DIG 2822C   Electronic Journalism
Catalog Course Description: Students will learn the fundamentals of electronic news gathering. Topics to be covered include shooting and editing a news package, as well as writing and producing techniques.

(Special Fee: $118.00); *Prerequisites:* Minimum grades of C in DIG 1940 and DIG 2030C; or department approval; *Co-requisites:* None

DIG 2431C Advanced Digital Storytelling
Catalog Course Description: Students create purpose-driven narratives utilizing industry-standard software. (Special Fee: $70.00); *Prerequisites:* Minimum grade of C in DIG 2430C; or department approval; *Co-requisites:* None

DIG 2941 Internship Exploration in Digital Media
Catalog Course Description: This course is a planned work-based experience that provides students with supervised career exploration activities and/or practical experiences to assist in confirming their educational plans. Each earned credit of Internship requires a minimum of 80 clock hours of work. Multiple credit course. May be repeated for up to four credits, but grade forgiveness cannot be applied. (Internship Fee: $10.00); *Prerequisites:* Satisfactory completion of all mandated courses in reading, mathematics, English, and English for Academic Purposes. A minimum 2.0 institutional or overall GPA; and 12 credits, including a minimum grade of C in DIG 2000C. The program director/program chair/program coordinator or Internship & Workforce Services Office has the discretion to provide override approval as it relates to the waiver of required program/discipline-related courses.; *Co-requisites:* None

Course Modifications
INT 2203 Interactive Interpreting IV
Revised Credit/Class (Lecture)/Lab Hours: 2/2/0 (previously 3/3/0)

EMS 1119 Fundamentals of Emergency Medical Technology
Revised Prerequisites: Minimum PERT scores of 84 on reading, 90 on writing, and 96 on math or equivalent scores on other state-approved entry test (CPT); **OR** minimum grades of C in either REA 0007C or EAP 1520C, and in either ENC 0015C or EAP 1540C, and in MAT 0018C; **OR** a minimum PERT score of 96 or equivalent score on other state-approved entry test (CPT) or minimum grade of C in MAT 0018C, and a minimum LOEP score of 106. (previously, there were no prerequisites)

DAA ALL All Dance Classes (per list)
Revised Lab Fees: (list below):

Course Number	Course Title	Revised Fee	Previous Fee
DAA 1104	Modern Dance I for Pre-Majors	$20	$25
DAA 1105	Modern Dance II for Pre-Majors	$20	$25
DAA 2107	Intermediate Modern Dance II for Pre-Majors	$20	$25
DAA 1204	Ballet I For Pre-Majors	$15	$25
DAA 1205	Ballet II For Pre-Majors	$15	$25
DAA 2207	Intermediate Ballet I for Pre-Majors	$15	$25
DAA 2219	Intermediate Ballet II for Pre-Majors	$15	$25
DAA 2206	Ballet III for Pre-Majors	$15	$25
DAA 1220	Pointe I	$15	$25
DAA 1221	Pointe II	$15	$25
DAA 2501	Jazz Dance II	$15	$25
DAA 1650	Dance Production	$60	$25
DAA 1680	Repertory I for Pre-Majors	$60	$25
DAA 1681	Repertory II for Pre-Majors	$60	$25
DAA 2611	Dance Composition and Improvisation II for Pre-Majors	$20	$25

EUH 2000   Western Civilization to 1750
Revised Official Course Title: Western Civilization I (previously "Western Civilization to 1750");
Revised Catalog Course Description: Survey of ancient, medieval and early modern western civilization with emphasis on political, social and economic development. Examines the ancient world, classical antiquity, the Middle Ages, the Renaissance, the Reformation and the age of religious wars, the origins of the modern state, and other topics. Gordon Rule course in which the student is required to demonstrate college-level writing skills through multiple writing assignments. Minimum grade C required if EUH 2000 is used to satisfy Gordon Rule requirement.

EUH 2001   Western Civilization 1750 to Present
Revised Official Course Title: Western Civilization II (previously, "Western Civilization 1750 to Present"); *Revised Catalog Course Description:* Survey of modern western civilization, with emphasis on constitutionalism & absolutism, Enlightenment, 18th century revolutions and Napoleonic era, industrialization and social unrest, unification of Italy and Germany, world wars, the Cold War, and other topics. Gordon Rule course in which the student is required to demonstrate college-level writing skills through multiple writing assignments. Minimum grade of C required if EUH 2001 is used to satisfy Gordon Rule requirement.

GRA 1203C   Layout, Design and Copy Preparation
Revised Catalog Course Description: A practical course in planning and visualizing advertising and industrial copy. The student converts rough ideas and designs into comprehensive layouts from which are prepared print-ready layouts. Experiments are conducted with various media involving design, balance, and color psychology. (Special Fee: $46.00); *Revised Credit/Class (Lecture)/Lab Hours:* 3/3/1 (previously, 3/2/2).

GRA 1413   Professional Development for Designers
Revised Catalog Course Description: Students will learn basic job hunting skills, how to prepare a resume, prepare for a job interview, learn to write a cover letter, and learn how to develop and present a portfolio.

GRA 1933C   Fundamentals of Creative Thinking
Revised Catalog Course Description: A course designed to encourage creative thinking and problem solving for graphics students through group and individual projects, activities and discussions. The course will include a study of characteristics of a creative mind, alternative design approaches, creative process, creative problem solving, assessing and increasing growth of creative potential. (Special Fee: $46.00)

GRA 2113C   Advanced Graphic Design I
Revised Catalog Course Description: Addresses practical problems relevant to contemporary industry standards in graphic communications. Emphasis on producing layouts and comprehensive in black and white and color. Various up-to-date methods of production utilized. (Special fee: $46.00).

GRA 2121C   Publication Design
Revised Catalog Course Description: This course is designed to provide students with hands on usage of high-end publishing software and hardware for the production of quality publications. A focus on good graphic design skills will include: composition, layout, typography, pagination, style, balance, format and project planning. (Special Fee: $46.00).

GRA 2156C   Adobe Illustrator
Revised Catalog Course Description: A course covering the concepts of electronic publishing and the ability to create and manipulate full color graphic illustrations. Students will receive training on Adobe Illustrator or the most current vector illustration program standard in the industry. Class lecture will be supported with handouts and demonstrations. (Special Fee: $46.00).

PHY 2048C   General Physics with Calculus I
Revised Catalog Course Description: Fundamental principles of mechanics and thermal physics. For physics, mathematics, chemistry, and pre-engineering majors. (Special Fee: $50).

PHY 2049C   General Physics with Calculus II
Revised Catalog Course Description: Fundamental principles of electricity, magnetism, optics, and waves. For physics, mathematics, chemistry, and pre-engineering majors. (Special Fee: $56).

SPC 1017   Informal Communication
Revised Official Course Title: Interpersonal Communication (previously, Informal Communication); *Revised Catalog Course Description:* Students explore a range of communication concepts and topics from interpersonal communication, to small group communication, to public speaking. Students develop skills to put the communication principles to work.

DEH 2701   Community Dental Health I
Revised Catalog Course Description: Introduces students to the study of various aspects of community dentistry/public health, including basic concepts of analysis, planning, implementation, and evaluation in public health. Statistical analysis, research methodology, and dental health presentations to groups are also covered; *Revised Co-Requisites:* None (previously: DEH 2804 and DEH 2804L).

DEH 2702   Community Dental Health II
Revised Catalog Course Description: Gives student dental hygienists an opportunity to apply concepts and methods learned in DEH 2701 to a community project which students design and implement.

DEH 2300   Pharmacology
Revised Prerequisite: None (previously: Acceptance to Dental Hygiene A.S. Degree Program.

RET 2350   Pharmacology
Revised Official Course Title: Respiratory Pharmacology (previously, Pharmacology); *Revised Credit/Class (Lecture)/Lab Hours:* 4/3/3 (previously 3/3/0).

RET 4285   Critical Care Management
Revised Credit/Class (Lecture)/Lab Hours: 2/2/0 (previously 3/3/0).

PSY 1012   General Psychology
Purpose: The purpose of the change is to align our common course number with other colleges and universities; *Revised Course Number:* PSY 2012 (previously PSY 1012).

PSY 1012H   General Psychology-Honors
Purpose: The purpose of the change is to align our common course number with other colleges and universities; *Revised Course Number:* PSY 2012H (previously PSY 1012H).

PHY 2049C   General Physics with Calculus II

Revised Prerequisites: MAC 2312 and a minimum grade of "C" in PHY 2048C (Previously, PHY 2048C).

HSC 4555   Pathophysiology
Purpose: To make the course applicable to both Cardiopulmonary and Radiologic and Imaging Sciences B.S. degree programs; ***Revised Catalog Course Description:*** A rich appreciation of the characteristics and manifestations of diseases caused by alterations or injury to the structure or function of the body are essential to the allied health science professional. The in-depth study of pathophysiology allows the professional to communicate better with other health care professionals, including physicians and scientists, as well as with the patient, for the history and physical assessment. Minimum grade of C required if used to satisfy Radiologic and Imaging Sciences B.S. degree requirements; ***Revised Prerequisites:*** Admission to the B.S. degree program in Radiologic & Imaging Sciences (Previously: None).

RTE 3765   Anatomy for the Medical Imager
Revised Catalog Course Description: An advanced study of normal anatomical structures to include location, relationship to other structures, and function. Identification of anatomical structures in multiplanar sections will be achieved using diagrams and diagnostic images comparing Computed Tomography, Magnetic Resonance Imaging, and Ultrasound images, when applicable. Minimum grade of C required if used to satisfy Radiologic & Imaging Sciences B.S. degree requirements.

RTE 4206   RTE Leadership
Purpose: Request to change prefix to "HSA" and the Official Course Title to "Leadership in Healthcare." This is to make the course applicable to both Cardiopulmonary and Radiologic & Imaging Sciences BS degree programs. The State (SCNS) has returned the new prefix and number as "HSA 4184;" ***Revised Official Course Number:*** HSA 4184 (Previously: RTE 4206); ***Revised Official Course Title:*** Leadership in Healthcare (Previously: RTE Leadership); ***Revised Catalog Course Description:*** This course involves the study of the theories, principles and skills needed to function in a leadership position. Emphasis is placed on the development of competencies applicable to not only your professional practice but also your role as a member of the community. Minimum grade of C required if used to satisfy Radiologic and Imaging Sciences B.S. degree requirements.

RTE 4914   Research Methods and Information Literacy
Purpose: Prefix will be changed to "HSA" and the course description will be modified in order to make the course applicable to both Cardiopulmonary and Radiologic & Imaging Sciences BS degree programs. Slight change in prerequisite, as well. (New prefix and number assigned by SCNS - HSA 4702); ***Revised Official Course Number:*** HSA 4702 (Previously: RTE 4914); ***Revised Catalog Course Description:*** Research methods and information literacy are important because the health care profession is continually changing, which requires the allied health professional to possess new knowledge to function competently. The allied health professional should contribute to the body of knowledge and be able to effectively analyze resources to promote growth in the profession. The attitude of lifelong learning enables the professional to stay in step with the current health care environment and be prepared to help foster the future and increase awareness of the profession in the global community. This content is geared to increase and disseminate intellectual inquiry, information literacy and the use of scholarly research methods. Minimum grade of C required if used to satisfy Radiologic and Imaging Sciences or Cardiopulmonary Sciences B.S. degree requirements; ***Revised Prerequisites:*** Minimum grade of C in STA 2023 and admission into a BS degree program in Radiologic & Imaging Sciences.

RTE 4941L   Practicum

Revised Prerequisites: A minimum grade of C in specified concentration coursework, as follows: Quality Management – RTE 4474 and RTE 3765; or Magnetic Resonance Imaging – RTE 3591 and RTE 3765; or Computed Tomography - RTE 3590 and RTE 3765 (Previously: A minimum grade of C in specified concentration coursework, as follows: Quality Management – RTE 4474 and RTE 3205; or Magnetic Resonance Imaging – RTE 3591 and RTE 3592; or Computed Tomography - RTE 3590 and RTE 4474).

OST 1108   Building Keyboarding Speed and Accuracy
Revised Prerequisites: OST 1100 OR OST 1110; or department approval (previously: None).

OST 1110   Keyboarding and Document Processing II
Revised Prerequisites: OST 1100; or department approval (previously: None).

OST 1461   Medical Office Simulation
Revised Prerequisite: Minimum grades of C in OST 1611 and OST 2612 (previously: OST 1611).

OST 1467   Introduction to Body Systems for OST
Revised Prerequisites: Minimum grade of C in OST 1257 or minimum grade of C in HSC 1531 (previously: OST 1257 or HSC 1531).

OST 1601   Machine Transcription
Revised Prerequisite: OST 1100; or department approval (previously: None).

OST 2450   ICD-9 Coding
Revised Prerequisite: Minimum grade of C in OST 1467; or department approval (previously: BSC 2093C or OST 1467).

OST 2452   Advanced ICD-9 Coding
Revised Prerequisite: Minimum grade of C in OST 2450 (previously: OST 2450).

OST 2453   CPT-4 Medical Coding
Revised Prerequisite: Minimum grade of C in OST 2450 (previously: OST 2450).

OST 2454   Advanced CPT-4 Medical Coding
Revised Prerequisite: Minimum grade of C in OST 2453 (previously: OST 2453); *Revised Co-requisite:* OST 2466; or Department approval (previously: None).

OST 2466   Capstone Simulation for Coding
Revised Prerequisite: OST 2452 (previously: OST 2452 and OST 2454); *Revised Co-requisite:* OST 2454; or Department approval (previously: None).

DEH 2804   Dental Hygiene III
Revised Credit/Class (Lecture)/Lab Hours: 2/2/0 (previously 3/3/0).

GRA 2160C   Computer Animation
Revised Credit/Class (Lecture)/Lab Hours: 3/3/1 (previously 3/2/2).

MGF 1106   College Mathematics

Revised Prerequisites: Minimum grade of C in MAT 1033C; or MAC 1105; or STA 2023; or satisfactory score on an approved assessment; or department approval (Previously, Minimum grade of C in MAT 1033C or MAC 1102 or MAC 1104 or MAC 1105 or appropriate score on an approved assessment or department approval).

MGF 1107   Mathematics for the Liberal Arts
Revised Prerequisites: Minimum grade of C in MAT 1033C; or MAC 1105; or STA 2023; or appropriate score on an approved assessment (Previously, Minimum grade of C in MAT 1033C or MAC 1102 or MAC 1104 or MAC 1105 or appropriate score on an approved assessment).

ART 1201C   Design I
Revised Lab Fees: $25.00 (previously, $21.00).

ART 2400C   Printmaking I
Revised Lab Fees: $25.00 (previously, $40.00).

ART 2401C   Printmaking II
Revised Lab Fees: $25.00 (previously, $40.00).

OST 2454   Advanced CPT-4 Medical Coding
Revised Lab Fees: $23.00 (previously, $34.00).

OST 2466   Capstone Simulation for Coding
Revised Lab Fees: $23.00 (previously, $34.00).

FSS 2055C   Contemporary Cakes and Desserts
Revised Prerequisites: FSS 2061C (previously, FSS 2054C); *Revised Co-requisites:* None (previously, FSS 2054C).

FSS 2059C   Chocolates and Confections
Revised Prerequisites: FSS 2058C (previously, FSS 2056C).

SLS 1261   Leadership Development
Revised Official Course Number: SLS 2261H (previously, SLS 1261); *Revised Official Course Title:* Leadership Development-Honors (previously, Leadership Development); *Revised Prerequisites:* Minimum grade of "C" in ENC 1101 or ENC 1101H or IDH 1110 (previously, "None"); *Revised Catalog Course Description:* This course will provide a basic understanding of leadership theory and group dynamics. Students will focus on leadership through the integration of readings in the humanities, contemporary case studies, film, experiential exercises, and group projects. Course content will satisfy one Honors Program learning outcome. Honors program permission required.

SLS 2940   Service Learning
Revised Prerequisites: Minimum 2.0 institutional or overall GPA; or department approval (previously, Satisfactory completion of all mandated courses in reading, math, English, and EAP; a minimum 2.0 institutional or overall GPA; and 12 credits. The Program Dir./Program Chair/Program Coordinator or IPO has the discretion to provide override approval as it relates to the waiver of required program/discipline-related courses); *Revised Catalog Course Description:* This course gives the student the opportunity to grow academically, pre-professionally, personally and civically through participation in a service-learning experience. Students meet real needs in the community by applying knowledge from their courses. Students complete 20 hours of service per credit, complete written

reflections, and meet regularly with assigned faculty member. Multiple credit course. May be repeated for a maximum of 4 credits, but grade forgiveness cannot be applied.

SLS 2940H   Service Learning-Honors

Revised Prerequisites: Minimum 2.0 institutional or overall GPA; or department approval (previously, Satisfactory completion of all mandated courses in reading, math, English, and EAP; a minimum 3.25 institutional or overall GPA; and 12 credits. Admission to the Honors Program required. The Program Dir./Program Chair/Program Coordinator or IPO has the discretion to provide override approval as it relates to the waiver of required program/discipline-related courses).

HUM 2461   Latin American Humanities

Revised Catalog Course Description: An integrated study of the history, culture, art, literature and music of Latin America. Focuses on how modern Latin American cultures are the product of a historic biological and cultural interchange between Europe, Africa, and the Americas. Topics include pre-Columbian civilizations, the Encounter and its aftermath, independence and neo-colonialism, and modernist art, literature, and cinema. Gordon Rule course in which the student is required to demonstrate college-level writing skills through multiple writing assignments. Minimum grade of C required if used to satisfy Gordon Rule requirement.

EGN 3428   Engineering Mathematical Analysis

Revised Credit/Class (Lecture)/Lab Hours: 3/4/0 (previously, 3/3/0).

EGN 3443   Statistical Theory for Engineering Technology

Revised Catalog Course Description: This course encompasses topics of statistical methods and probability theory important for engineering technology students. Topics include organization and description of data, axioms and theorems of probability, conditional probability, probability distributions, Poisson processes, probability density functions, moment generating functions, statistics of populations and samples, estimation, test of hypotheses, regression analysis as applied to Engineering Technology. A minimum grade of C is required if used to satisfy Electrical and Computer Engineering Technology, B.S. degree requirement.

EET 3329C   Communication Systems

Revised Prerequisites: EET 2325C and EET 3086C (previously, EET 3086C).

EET 4158C   Linear Integrated Circuits and Systems

Revised Prerequisites: EET 1141C and EET 3086C (previously, EET 3086C or EGN 3428).

EET 4328   Wireless Communication

Revised Prerequisites: EET 2325C and EET 3086C and EGN 3443 (previously, EET 3086C and EST 3340).

EET 4359C   Digital Communication

Revised Prerequisites: EET 2325C and EET 3086C and EGN 3443 (previously, EET 3086C and EST 3340).

EET 4950   Senior Project Design

Purpose: Revision in Official Course Title to fix error; *Revised Official Course Title:* Senior Design Project (previously, Senior Project Design).

ETS 4256C   Optical Communication Systems
Revised Prerequisites: EST 1210C or EST 2220C or PHY 2049C and EGN 3428 (previously, EST 2220C or PHY 2049C and EGN 3428).

ETI 3116   Quality Assurance and Testing Methods
Revised Prerequisites: Minimum grade of C in MAC 2312 (previously, EET 3086C).

ETP 4240C   Power Electronics
Revised Prerequisites: EET 4158C (previously, ETP 4241).

CET 4126C   Microprocessor Programming
Revised Prerequisites: CET 2113C and CET 2123C and COP 3275 (previously, CET 2113C and CET 2123C).

CET 4333   Computer Architecture
Revised Prerequisites: CET 2113C and CET 2123C (previously, CET 4126C).

CET 4367C   Microcontroller Devices
Revised Prerequisites: CET 2113C and CET 2123C (previously, EET 1141C and EET 3086C).

CET 4382   Data Communication and Networking
Purpose: Modification of prerequisites; *Revised Prerequisites:* EET 2325C and EGN 3428 (previously, CET 4333).

GEB 1350   Introduction to International Business
Revised Catalog Course Description: This course is an entry-level overview of current world trade activities, practices, and issues. It is designed to provide the student with a basic, practical understanding of international business operations in the context of global competitiveness, regional trading blocs, and the globalization of world markets.

CIS 2910   IT Capstone
Revised Credit/Class (Lecture)/Lab Hours: 3/4/0 (previously 4/4/0).

COP 1000   Introduction to Programming Concepts
Revised Catalog Course Description: A hands-on introduction to analyzing, designing, coding, and testing computer programs. Students will develop algorithms for problem solving with an emphasis on good programming practices. Students will use programming techniques including control structures, arrays, and subprograms to design and code basic programs using a modern computer language. Other topics include working with data, number systems, and an introduction to object-oriented and event-driven programming. This course prepares students for software development courses in programming and web development. Students with a demonstrated background in computer programming (transcript, job experience, or waiver exam) may request to have this course waived as a pre-requisite to subsequent courses through the department office (Special Fee: $34.00).

CTS 1120   Introduction to Network Security
Revised Prerequisites: CTS 1134C (previously, CET 2486C).

CTS 2321   Linux System Administration
Revised Prerequisites: COP 2341 (previously, "None").

TPA 2190C   Theater Design Practicum
Revised Prerequisites: TPA 2000, TPA 2030, TPA 2060, and TPA 2292; and department approval (previously, TPA 2000, TPA 2030, TPA 2060, and TPA 2292).

TPA 2292C   Advanced Technical Production
Revised Prerequisites: TPA 1200, TPA 2220, TPA 2260, and TPA 2290; and department approval (previously, TPA 1200, TPA 2220, TPA 2260, and TPA 2290).

DAA 1104   Modern Dance I for Pre-Majors
Purpose: This is a dance performance degree, and we have found that our dancers need additional course work for transfer to baccalaureate programs. By staying within the allotted program hours, we avoid a financial aid issue for the students. This will alleviate going over program hours; *Revised Credit/Class (Lecture)/Lab Hours:* 1/3/0 (previously, 2/3/0).

DAA 1105   Modern Dance II for Pre-Majors
Revised Credit/Class (Lecture)/Lab Hours: 1/3/0 (previously, 2/3/0).

DAA 1204   Ballet I for Pre-Majors
Revised Credit/Class (Lecture)/Lab Hours: 1/3/0 (previously, 2/3/0).

DAA 1205   Ballet II for Pre-Majors
Revised Credit/Class (Lecture)/Lab Hours: 1/3/0 (previously, 2/3/0).

DAA 2610   Dance Composition and Improvisation I for Pre-Majors
Revised Credit/Class (Lecture)/Lab Hours: 3/3/0 (previously, 2/3/0).

DAA 2611   Dance Composition and Improvisation II for Pre-Majors
Revised Credit/Class (Lecture)/Lab Hours: 3/3/0 (previously, 2/3/0).

DAA 2106   Intermediate Modern Dance I for Pre-Majors
Revised Credit/Class (Lecture)/Lab Hours: 1/3/0 (previously, 2/3/0).

DAA 2107   Intermediate Modern Dance II for Pre-Majors
Revised Credit/Class (Lecture)/Lab Hours: 1/3/0 (previously, 2/3/0).

DAA 2207   Intermediate Ballet I for Pre-Majors
Revised Credit/Class (Lecture)/Lab Hours: 1/3/0 (previously, 2/3/0).

DAA 2219   Intermediate Ballet II for Pre-Majors
Revised Credit/Class (Lecture)/Lab Hours: 1/3/0 (previously, 2/3/0).

DAA 2206   Ballet III for Pre-Majors
Revised Credit/Class (Lecture)/Lab Hours: 1/3/0 (previously, 2/3/0).

DAA 2682   Performance Ensemble: Valencia Dance Theatre for Pre-Majors
Revised Credit/Class (Lecture)/Lab Hours: 1/3/0 (previously, 2/3/0).
DAA 1650   Dance Production
Revised Credit/Class (Lecture)/Lab Hours: 1/3/0 (previously, 2/3/0).

DIG Var   Various Digital Media Courses

Purpose: Based on an ongoing review of lab cost, student use, and the addition of new courses with labs, this modification accounts for the changes in every DIG course with a lab component.

Course Number	Course Title	Revised Fee	Previous Fee
DIG 2000C	Intro. to Digital Media and Design	$62.00	$81.00
DIG 2030C	Digital Video and Sound	$94.00	$157.00
DIG 2100C	Web Essentials	$7.00	$10.00
DIG 2109C	Digital Imaging Fundamentals	$59.00	$61.00
DIG 2282C	Visual Media for Audio Professionals	$46.00	$65.00
DIG 2284C	Adv. Digital Video and Sound	$127.00	$161.00
DIG 2291C	Adv. Audio Visual Technology	$94.00	$156.00
DIG 2292C	Digital Post Production	$50.00	$148.00
DIG 2302C	Intro. to 3D Motion Graphics	$63.00	$116.00
DIG 2341C	Intro. to Motion Graphics	$70.00	$72.00
DIG 2342C	Adv. Motion Graphics	$70.00	$69.00
DIG 2430C	Digital Storytelling	$43.00	$49.00
DIG 2580C	Digital Media Portfolio	$73.00	$117.00
DIG 2943	Internship in Digital Media	$0.00	$5.00
DIG 2930	Selected Topics in Digital Media Tech.	$0.00	$35.00
DIG 2950C	Digital Media Project	$88.00	$139.00

DIG 2030C   Digital Video and Sound
Revised Prerequisites: Minimum grade of C in DIG 2000C or GRA 1142C; or department approval (previously, Min. grade of C in GRA 2201C or both DIG 2430C and DIG 2109C or department approval).

DIG 2284C   Advanced Digital Video and Sound
Revised Prerequisites: Minimum grades of C in DIG 2030C and DIG 2430C; or department approval (previously, Min. grade of C in DIG 2030C and MUM 2630C or department approval).

DIG 2291C   Advanced Audio Visual Technology
Revised Prerequisites: Minimum grades of C in TPA 2257 and either DIG 2284C or TPA 2290C; or department approval (previously, Minimum grades of C in DIG 2284C and TPA 2257; or department approval.

DIG 2302C   Introduction to 3D Motion Graphics
Revised Prerequisites: Minimum grades of C in GRA 2156C and either DIG 2341C or GRA 2160; or department approval (previously, Min. grade of C in DIG 2030C and GRA 2156C or department approval.

DIG 2341C   Introduction to Motion Graphics
Revised Prerequisites: Minimum grades of C in ART 1300C and DIG 2000C; or department approval (previously, Min. grade of C in DIG 2109C and GRA 1206C or department approval); *Revised Pre- or Co-requisites:* GRA 1413 (previously, None); *Effective Date:* Fall 2012 (201310).

DIG 2342C   Advanced Motion Graphics
Revised Prerequisites: Minimum grades of C in GRA 1206C and either DIG 2341C or GRA 2160C; or department approval (previously, Min. grade of C in DIG 2341C or department approval.

DIG 2430C   Digital Storytelling

Revised Prerequisites: Minimum grade of C in ART 1300C or DIG 1940 or TPA 1380; or department approval (previously, Min. grade of C in ART 1300C or TPA 1380 or department approval; *Effective Date:* Fall 2012 (201310).

DIG 2580C Digital Media Portfolio Review
Revised Prerequisites: Minimum grade of C in DIG 2284C or DIG 2342C or DIG 2561C; or department approval (previously, Min. grade of C in DIG 2950C and GRA 1413 or min. grade of C in DIG 2291C or department approval).

DIG 2943 Internship in Digital Media
Revised Prerequisites: Satisfactory completion of all mandated courses in reading, math, English, & EAP; a min. 2.0 institutional or overall GPA; and 12 credits, incl. a min. grade of C in DIG 2284C or DIG 2342C or DIG 2561C. The Program Director/Program Chair/Program Coordinator or Internship Workforce Office has the discretion to provide override approval as it relates to the waiver of required program/discipline-related courses.

DIG 2950C Digital Media Project
Revised Prerequisites: Minimum grade of C in DIG 2284C or DIG 2342C or DIG 2561C; or department approval (previously, Min. grade of C in DIG 2342C and DIG 2284C or department approval.

<u>Course Deletions</u>
BCN 1210C	Building Materials & Construction Methods
CIS 2321	Data Systems Analysis and Design
DEH 2504	Adv. Principals of Dental Hygiene Seminar
FIL 2431	Motion Picture Production II
FIL 2544	Post Production/Surround Sound Mix
FIL 2561	Advanced Editing
FIL 2571	Post-Production Picture
FIL 2572	Motion Picture and Post-Production
HUM 1300	Love in the Humanities: What's Love Got To Do With It?
MVK 1013	Applied Music Organ
MVK 1313	Performance Organ
MVK 2223	A/M Sec Organ
MVK 2323	Performance Organ
PSG 1000	Polysomnographic Technology I
PSG 1000L	Polysomnographic Technology Laboratory I
PSG 1001	Polysomnographic Technology II
PSG 1001L	Polysomnographic Technology Laboratory II
PSG 1800L	Polysomnographic Technology Clinical Practicum I
PSG 1801L	Polysomnographic Technology Clinical Practicum II
REA 0017N	Intensive Reading Tutorial

<u>Field Reviews</u>
Field Reviews – The State (SCNS) has made changes in the Theatre and Engineering Techologies disciplines and courses. Those changes have been accepted by the departments at Valencia and will be effective August 1, 2012.

<u>Information Items</u>
EMS Courses Approved for "L" designation to note lab component

Radiology Course Approved to Remove "C" Designation – At the February 9, 2011 meeting, a proposal was approved to remove the "C" designation from RTE 1418, Principles of Radiography I. The department inadvertently forgot to include the new hours for the course on the Credit Course Modification form, so the change will be made on an editorial basis. The new hours will go FROM 3/2/3 TO 3/2/0.

RTE 3116 Revision - A Credit Course Modification for RTE 3116, Patient Care, was brought to the CCC in February, 2011. The change was to remove the "C" designation and lab fees. Although the CCM form did not show that the credit/class (lecture)/lab hours changed, the outline reflected the change that was necessary in order to remove the "C" designation. An editorial change will be made to change those hours FROM 3/2/3 TO 3/3/0.

New Catalog Discipline Heading – A new Catalog discipline heading will be added to correlate to the Bachelor of Science degree in Computer and Electrical Engineering Technology (B.S.E.C.E.T.) course work.

B.S.E.C.E.T. Program Sheet Changes – The program sheet will be revised with the changes shown on the attachment – some are editorial changes/corrections; in addition, the program sheet will be revised to include the new Articulated A.A. Pre-Major: Electrical and Computer Engineering Technology course work in order to demonstrate a clear pathway for students.

Medical Office Management Technical Certificate – The list of courses below will be added to the subject Technical Certificate as electives, due to the fact that they are all 1 credit hour, as required within the certificate program.

- ❖ OST 1305   Proofreading
- ❖ OST 1320   Ten Key Mastery
- ❖ OST 2828   Microsoft PowerPoint (Presentation Software)
- ❖ OST 2831   Microsoft Windows (Operating System)
- ❖ OST 2852   Microsoft Excel – Introductory
- ❖ OST 2943   Internship in Medical Office

Articulated Pre-Major in Engineering (UCF) – UCF made changes in their electives list that will be reflected in Valencia's Articulated Pre-Major.

21. APPENDIX A: FLORIDA RESIDENCY FOR TUITION PURPOSES INFORMATION
- Replaced "will" to "may" be classified as a Florida resident
- Updated documentation requirements as appropriate

22. APPENDIX B: DRUG FREE SCHOOLS AND COMMUNITIES ACT
- No changes

23. APPENDIX C: FOREIGN CREDENTIAL EVALUATION AGENCIES
- Added a transfer note that UCF will only accept Joseph Silny & Associates and World Education Services evaluations

24. APPENDIX D: RESOLUTION OF STUDENT ISSUES CHART
- No changes

25. GLOSSARY
- Updated to include terms including BayCare and remove CLAS and CLAST