

Curriculum Minutes for

Monday, February 15, 2010

Central Campus: Building 9, Room 112

Members Present

Deborah Hefferin, Chair; Reynaldo Acurio, Michelle Apps, Linda Fields, Ed Key, Debbie Martin, Scott Mayberry, Rick McCawley, Jeff Nasse, Lisa Rubin, Jan Shakespeare, Leo Stitsky, Peggy Turcotte, and Linda Washington; and Kristine Broderick, (*student*)

Members Absent

Michael Harvey, Greg Lindeblom, and Julia Vattiato

Ex-Officio's Present

Russell Adkins, Willie Alexander, Eileen Garcia, Deborah Hopkins, Kevin Keating and Avis Proctor,

Visitor's Present

- South: Naylet Leon, Colleen Quinn, Mary Rousseau, and Lynn Slossberg
 - North: Kathleen J. Brown, Barbara Bryan, Charline Bumgerdner, Raj Dhanasar, Michael Fenick, Donat Forrest,
Greg Ferenchak, Lloyd Holness, Elwood Jones, Richard Louis, Michele Marshall, Cathileen Montesarchio,
Colleen Quinn, Monica Ramirez, Wendy Shupp, Fernando Ulibarri and Philip Ventura
 - Central: Lois Bolton, Lynda Burroughs, Laura Choudhury, Deborah Papa, Roy Pocknee, and Yvonne Simone
 - WHC: Martin McClinton and Gino Galli
- I. Chair Hefferin called the meeting to order at 2:30 p.m.
 - II. Motion was made, seconded and unanimously approved the February 15, 2010 agenda as read
 - III. Motion was made and seconded to approve the January 25, 2010 minutes as read
- IV. FYI Business**
None
- V. Old Business**
1. Dr. Laura Choudhury, Assistant Professor, Physical Sciences, Central Campus
Laura returned for a second read on **CHM1046E**, *General Chemistry C*; a course not recognized by the State of Florida, Department of Education.

Summary of Proposal

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To delete CHM 1046E from the College Catalogue.

Rationale for Proposal

CHM1046E is not recognized by the Florida State Course Numbering System and Broward College is the only Educational Institution offering this course code in Florida. All Chemistry Faculty at Broward College have agreed that CHM1046E should be dropped from the College Catalogue and that students instead should take CHM1046 as the final course of the General Chemistry Expanded Sequence. This will have no financial impact.

Recommendations

Motion was made, seconded, and unanimously approved the course termination

2. Lynn Slossberg, Assistant Professor, Legal Assisting, South Campus
Lynn returned for a **'Second Read'** on one (1) new (*exploring special interest in the legal field; focus on topics and trend*), seven (7) revised (*student learning outcomes changes*), and one (1) terminated course outline, and one (1) program revision (*including American Bar Association recommendations for transfer policies and graduation statement*).
 - A. New Course
PLA2930 *Selected Topics in Paralegal Studies*
 - B. Course Revisions
PLA1003 *Introduction to Legal Assisting*
PLA1104 *Law Library/Research*
PLA1201 *Civil Litigation*
PLA1600 *Probate Practice*
PLA1841 *Immigration Law*
PLA2114 *Legal Writing and Drafting*
PLA2940 *Legal Assisting Practicum*
 - C. Course Termination
PLA2612C *Advanced Title Search Procedures*
 - D. Program Revision
A.S., 2172, *Legal Assisting (Paralegal Studies)*

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The changes proposed for the Health Information Management Program are in preparation for the healthcare industry moving from ICD-9-CM to ICD-10-CMS and ICD-10-PCS. This is a major change in the healthcare system. Effective October 2013, all healthcare billing must begin using ICD-10-CMS and ICD-10-PCS. The program will need to begin teach ICD-10 August 2011. In preparation for this major change, the program will begin the transition by enhancing our clinical foundation with a focus approach to teach human anatomy and pathophysiology, reimbursement methodology and increasing the student's hands-on coding practice. The program will shift the general education from BSC 1085, BSC 1085L, BSC 1086 and BSC 1086L to optional math and biology to meet the Area 4. Database Management will be used to meet Area 5, Composition I to meet Area 1, Introduction to Ethics to meet Area 2 and General Psychology to meet Area 3 requirement SPC 1024 will be continued in the Program to meet the oral competency requirement. Courses HIM 1003, HIM1110 and HIM 1260 will be reduced by 1 credit each, keeping the courses at 2 credit courses.

Rationale for Proposal:

Transition program from ICD-9-CM to ICD-10-CMS and ICD-10-PCS Coding. Better prepare the HIM student to enter the Healthcare Information and Informatic Work Setting

Recommendations:

Motion was made, seconded, and unanimously approved the changes to the Health Information Management Program.

3. Linda Washington, Associate Dean, Academic Affairs, Central Campus

Linda returned for '**Second Read**' on Baccalaureate in Nursing: *RN to BSN Program*. The program will bring Twelve (12) new (3 credit) courses and one new program, N100, B.S. in Nursing degree.

a. New Courses

- NUR3069C *Advanced Health Assessment*
- NUR3119 *Nursing Concepts and Theories*
- NUR3678 *Nursing Care of Vulnerable Populations*
- NUR3805 *Nursing Roles, Dimensions and Perspectives*
- NUR4107 *Nursing Perspectives and Global*
- NUR4165 *Nursing Research*
- NUR4289 *Dynamics and Contemporary Issues in Aging*
- NUR4636 *Community Health Nursing*
- NUR4636L *Community Health Nursing Practicum*
- NUR3169 *Nurse as a Scholar*
- NUR4827 *Principles of Nursing Leadership and Management*
- NUR4945C *Nursing Capstone Practicum*

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b. New Program

N100, Bachelor of Science in Nursing Degree Program (RN to BSN)

The program incorporates the AA and AS lower division coursework as the foundation of the baccalaureate program; offered as a post-licensure program, intended to provide an increased educational opportunity for unrestricted and unencumbered licensed Florida Registered Nurses.

Summary of Proposal

The proposed Broward College Bachelor of Science in Nursing (BSN) degree is offered as an RN-BSN program intended to provide an increased educational opportunity for Florida Registered Nurses holding an Associate of Science Degree in Nursing to matriculate into a quality, affordable, and flexible academic baccalaureate degree program (RN-BSN). This one hundred twenty (120) credit hour program incorporates the AA and AS lower division coursework as the foundation of the baccalaureate program. This program, (CIP Code 51.1601), will be an additional degree offered by the Broward College Nursing Department. The integrity of our mission to serve the community remains intact. The Nursing Administration and Nursing Faculty will continue to embrace and support our excellent Associate Degree Nursing program, while we expand the curriculum to enhance educational and career options for Registered Nurses who desire a quality, affordable, and flexible academic experience.

Rationale of Proposal

Registered nurses numbers continue to decline. By the year 2020, forty-four states, plus the District of Columbia, are expected to report significant continued and intensive nursing shortages (U.S. Department of Health and Human Services, 2004). There were 2,909,359 registered nurses in the U.S. in 2004. The estimated registered nurse population increased by 1,246,975 between November 1980 and March 2004; whereas, from 1980-2004, there was a 75.0 percent increase in registered nurses.

The Florida Center for Nursing has reported that Florida could expect a shortage of 81,200 RN FTEs by the year 2020. (Florida Center for Nursing, 2008). If rates of nurses leaving the workforce remain constant and the number of new graduates increases marginally (about 1-2% each year), we can expect a shortage of about 52,200 Registered Nurses by 2020. The 2007 11,000 Registered Nurse shortage is expected to grow to more than 52,000 FTEs in just 13 years, if no new actions are taken to alleviate the shortage.

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The 2007 Annual Report and Workforce Survey of Nursing Education Programs published by the Florida Center for Nursing (Florida Center for Nursing, 2008) noted that Registered Nurse educational programs turned away nearly half of all qualified applicants to pre-licensure programs. Generic BSN programs turned away 60% of their applicants, representing the highest reported number of RN educational programs who turned away applicants. By offering a post licensure program, the proposed RN-BSN curriculum will provide an opportunity for more BSN nurses to enter the Florida workforce. This proposed program will open an educational pipeline for the RN-BSN graduates, preparing them to continue the study of nursing at the graduate level and to advance to nursing positions of increasing responsibility and leadership.

Once courses have been approved by the College-wide Curriculum Committee, nursing faculty will diligently begin preparation for presentation to Southern Association of Colleges and Universities (SACS), The Florida Board of Nursing, and the National League for Nursing Accrediting Commission, Inc (NLNAC). Our goal is to admit Cohort One January 20011.

Recommendations

Motion was made, seconded, and unanimously approved Baccalaureate in Nursing: *RN to BSN Program; January 20011.*

VI. New Business

1. **Dr. Monica Ramirez**, Interim Dean, BAS Program, North Campus

Monica and team presented the Baccalaureate of A.S. degree in Technology Management Six new (3 credit) proposed (ISM) courses are part of this degree program, however, there is a total of thirteen courses. The remainder (seven) will presented in another proposal.

a. **New Courses**

ISM3013 *Introduction to Information Systems Management*

ISM3320 *Information Systems Control*

ISM3432 *Applied Quality Assurance Methodology*

ISM4315 *Applied Project Management*

ISM4382 *Global Information Systems*

MAN4572 *Procurement Management*

b. **New Program**

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T200, Bachelor of Applied Science Degree in Technology Management

Summary of Proposal

The purpose of this proposal is to introduce the new Baccalaureate Degree in Technology Management into the Broward College Programs of Study. The Bachelor of Applied Science Degree in Technology Management provides individuals who hold an Associate in Science (A.S.) or Associate in Applied Science (A.A.S.) degree the opportunity to further their education. Students completing this program will have the skills and knowledge required to become successful managers and leaders within public, private and non-profit organizations. The curriculum offers a practical approach to understanding Technology Management. This degree has 13 upper division courses, 6 of which are new and being proposed with this Request for Action Form.

Rationale of Proposal

The Bachelor of Applied Science Degree in Technology Management is proposed to address workforce demands in Region 22 that are currently unmet. Therefore, the State of Florida has identified this as a high demand-high need program initiative. A major aspect of the College's decision to pursue this program is the shortage of qualified graduates in the documented areas. Current projections indicate that by 2014 Broward County will require 4,425 workers in the Technology Management field.

Recommendations

Monica and Team will return for a **'Second Read'** at the March 15, 2010 Curriculum meeting.

2. Dr. Monica Ramirez, Interim Dean, BAS Program, North Campus

Monica and team presented the Baccalaureate of A.S. degree in Information Technology. This thirteen course program will give students the skills and knowledge needed to become successful in the field of Information Technology.

a. New Courses

CNA4102 Platform Technologies

CEN3516 *Networking*

CEN3516 *Networking*

CEN4722 *Human Computer Interaction*

CIS3510 *Project Management*

CIS4205 *Social and Professional Issues in IT*

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CIS4361 *Information Assurance and Security*

CIS4595 *IT Capstone Project*

CNT3603 *System Administration and Maintenance*

CNT3702 *Infrastructure and Facilities Planning*

CNT4014 *Systems Integration and Architecture*

COP3703 *Database Concepts*

COP3853 *Web Systems and Technologies*

COP4855 *Integrative Programming and Technologies*

b. New Program

T300, Bachelor of Applied Science Degree in Information Technology

Summary of Proposal

The purpose of this proposal is to introduce the new Baccalaureate Degree in Information Technology into the Broward College Programs of Study. The Bachelor of Applied Science Degree in Information Technology provides individuals who hold an Associate in Science (A.S.) or Associate in Applied Science (A.A.S.) degree the opportunity to further their education. Students completing this program will have the skills and knowledge required to become successful information technologists and leaders in areas such as database and network systems administration, software engineering, etc. The curriculum offers a practical approach to understanding Information Technology. A total of 13 new courses are being proposed for this degree.

Rationale of Proposal

The Bachelor of Applied Science Degree in Information Technology is proposed to address workforce demands in Region 22 that are currently unmet. Therefore, the State of Florida has identified this as a

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high demand-high need program initiative. A major aspect of the College's decision to pursue this program is the shortage of qualified graduates in the documented areas. Current projections indicate that by 2014 Broward County will require 3,730 workers in the Information Technology field.

Recommendations

Monica and team will return for a **'Second Read'** at the March 15, 2010 Curriculum meeting.

3. **Yvonne Simone**, Program Manager, Respiratory Therapy
Yvonne stated that with the advancement of technology, the Respiratory equipment has become more advanced, creating the need to offer more advanced training for BC students.
 - a. **New Courses**
 - RET 2265 Advanced Respiratory Equipment
 - RET 2265L Advanced Respiratory Equipment Lab
 - b. **Revised Courses**
 - RET1026 *Respiratory Therapy Equipment*
 - RET1026L *Respiratory Therapy Equipment Lab*
 - RET1264L *Mechanical Ventilation Lab*
 - c. **Terminated Course**
 - RET2503C *Advanced Cardiopulmonary Pathophysiology*
 - b. **Revised Program**
 - 2132 *Respiratory Therapy AS Degree*

Summary of Proposal

The following changes to the respiratory program are being requested of the Curriculum Committee: Remove GEB2430 Business Ethics (1 credit) and RET 2503C (2 credits) from the Respiratory Program Curriculum. In its place insert RET 2265 Advanced Respiratory Equipment (2 credits) and RET2265L Advanced Respiratory

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Equipment Lab (1 credit).

The new courses will provide the training that respiratory students need to acquire the skills and knowledge to work with advanced respiratory equipment.

To balance the number of credit hours per semester, move MCB2010 and MCB2010I to term III of the first year.

The courses RET1026, RET1026L, RET1264L course descriptions and outlines were updated.

Rationale of Proposal

The current curriculum for respiratory care has, up until now only provided one three credit course for training the respiratory student in mechanical ventilation and oxygenation techniques. Over the years, the equipment used in respiratory therapy has become more complex and varied and the need has arisen to offer further training with this advanced equipment. As requested by the advisory committee for respiratory care, students need additional training with the more advanced technical equipment being used in hospitals today. To meet the needs of the community and to continue to provide qualified respiratory therapists, it is necessary to provide additional training with respiratory equipment being used in healthcare.

Recommendations

Yvonne will return for a **'Second Read'** at the March 15, 2010 Curriculum meeting.

4. **Lynn Slossberg**, Assistant Professor, Legal Assisting, South Campus
Lynn stated that to be in compliance with the Florida American Bar Association, (ABA) the following PLA courses required clarity regarding the material that will be taught in the courses.

- a. **Revised Courses**

PLA1303 *Criminal Litigation*

PLA1435 *Corporations*

PLA1610 *Procedures for Real Estate Title Closing*

PLA1800 *Domestic Relations*

PLA2466 *Debtor Creditor Relations*

Summary of Proposal

The Legal Assisting Program, as part of its Five Year Curriculum Review, is proposing certain changes based upon discipline review of the curriculum as a whole as well as individual course outlines. The program has changed course outline details for the PLA courses specified to reflect more properly the subject matter currently covered, to coincide with changes in the law (for example, Florida statutory law recently made major changes to its domestic relations statutes), and to reflect the program's ethics across the curriculum policy. Additionally, a change in the pre and co-requisites of courses has been applied across the board to require the approval of the program manager to bypass any pre- or -co-requisites.

Rational of Proposal

Certain course detail changes have been made to more closely represent the subject matter currently covered in specific PLA courses. Additionally, the Legal Assisting Program is approved by the American Bar Association (ABA).

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The ABA requires that approved programs either offer a separate legal ethics course or adopt an ethics across the curriculum policy. The Legal Assisting Program has adopted the second option and changes in the PLA course outlines have been made to more accurately reflect this.

ABA Guideline G-302(E)(2) states that the program must have a rational sequencing plan for its legal specialty courses and a process to ensure that students follow it. To better monitor the program's compliance with this guideline, the program is requiring program manager approval rather than instructor approval in order for a student to be allowed to take a PLA course without fulfilling all pre- and/or co-requisites.

Recommendations

Lynn will return for a '**Second Read**' at the March 15, 2010 Curriculum Committee meeting.

5. **Lynn Slossberg**, Assistant Professor, Legal Assisting, South Campus
Content involving crimes and business are being added to BUL2241 course description with emphasis on torts and crimes and their relation to business.

- a. **Revised Courses**

BUL2241 *Business Law I*

Summary of Proposal

The course contents of BUL 2241 Business Law I are being changed by including units on crimes and business and on torts. Sales of goods will be included in the unit on contracts. Additionally, less emphasis will be placed on the historical background of forces affecting the law and more emphasis will be placed on the relationship of ethics and the law.

Rational of Proposal

The reasons for the proposed changes are to align the course content more closely with the course description, to place more emphasis on two major classifications of law - torts and crimes- and how they relate to business, and to include a discussion of the relationship between ethics and the law.

Recommendations

Lynn will return for a '**Second Read**' at the March 15, 2010 Curriculum Committee meeting.

6. **Fernando Ulibarri**, Temporary Instructor, Visual/Performing Art, Central Campus
Fernando introduced the 'Pilot' course proposal for the study of Musical Instrument Digital Interface; music synthesis

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a. **New Course**

MUS 2340 *Introduction to MIDI Systems and Sound Design*

b. **Revised Courses**

MUS 2342 *Introduction to Computer Music*

Summary of Proposal

This proposal is for the following:

- 1) Create class MUS2340. Currently offered as a pilot, the department wants to turn this class into a permanent one. Effective Term I (20111)
- 2) Course revision of MUS2342. Change the course details of MUS2342 to ones that better reflect the standard Statewide use by other institutions.

Rational of Proposal

The class called Introduction to MIDI Systems and Sound Design (MUS2340) is currently being offered as a pilot course. The student response for the class has been very positive. Currently the section is completely full. In addition to this, a survey has been completed by the students that further reflects their interest in the subject matter.

The class deals with two topics: the MIDI communication protocol, and basic concepts of sound design and music synthesis. The need for the graduates of Broward College to have a competitive edge in the field makes the contents of this course a necessity. The subject matter of the class is an integral part of the rapidly changing field of music technology. The department does not offer an elective that deals with these specific, and very important, topics.

The class requires no purchase of additional equipment. Recent investments made by the Visual and Performing Arts department in music technology make classes such as this one possible. There is no financial impact created by offering this class other than the time of the instructor. The class will be held in the Music Technology Lab (room 138) in Building 4

The department believes that the class called Introduction to Computer Music (MUS2342) should have its title, course ID, and short title changed. Other academic institutions in the state of Florida use a different name and title for classes that have the same content as the one taught at BC. The changes proposed will allow the student a satisfactory transfer at other academic institutions in the state.

Recommendations

Fernando will return for a '**Second Read**' bringing to the Committee the written evaluation of the performance of the pilot course. The committee will look at the method at which the written evaluation should be submitted, creation of a new form, incorporate the evaluation on the Request For Action form, or...

VII. Reports / Announcements

VIII. Adjournment

There being no further business, the meeting was adjourned at 3:48pm

The next Curriculum Committee meeting is scheduled as follows:
North Campus Building 47, Room 112 March 15, 2010
2:30 pm- 4:30pm

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Committee Members

To confirm your attendance, please contact:

Deborah Hefferin, dhefferi@broward.edu

Respectfully submitted on:

February 22, 2010

By: *Barbara Piscitelli*

Senior Executive Curriculum

Specialist for Academic Affairs