



CURRICULUM COMMITTEE MEETING

March 15, 2004 2:00-4:00 p.m.

South Campus – Building 72, Room 129 (Library, MMR)

AGENDA

I. Call to Order

II. Approval of the March 15, 2004 Agenda

III. Approval of the February 16, 2004 minutes

IV. OLD BUSINESS

A. None

V. NEW BUSINESS

A. Visual and Performing Arts

FYI

1. [Teresa Diehl](#), Professor, Central

a. New Course: *(Pilot for 20051)*

1. *Fine Arts Digital Photography*, (PGY2806C)

B. Office Systems Technology

Request Waiver of First Read

1. [Renee Lightner](#), Professor, South

a. New Course:

1. *Successful Job Search*, (OST2053)

b. Program Revisions: *(Note: Office Software Application Specialization (A.A.S., A024) was submitted for revision ... was not included on the agenda due to incomplete documentation at the time the agenda was web posted.)*

1. *Legal Office Specialization*, (A.A.S., A021)

2. *Medical Office Specialization*, (A.A.S., A022)

3. *Office Management Specialization*, (A.A.S., A023)

c. Certificate Revisions:

1. *Office Management Technical Certificate*, (T.C., 6237)

2. *Office Specialist Technical Certificate*, (T.C., 6279)

3. *Office Support Technical Certificate*, (T.C., 6280)

4. *Medical Office Management Technical Certificate*, (T.C., 6281)

C. Architecture

Request Waiver of First Read

1. [Linda Liberman](#), Administrator, DTC/ WHC

a. Course Revisions:

1. *Architectural Design I*, (ARC1301)

2. *Architectural Design II*, (ARC1302)

3. *Theory of Architecture*, (ARC2201)

4. *Commercial Architectural Drafting*, (TAR2122)

VI. REPORTS/FYI

A. Elaine Cohen, Wanda Thomas and BG Thompson, Sub-committee

1. First Read Exemption: Draft procedure language brought forward from the previous meeting for further discussion by the committee.

B. BG Thompson, *AVP of Academic Affair*, DTC/WHC

1. SCNS Prefix/Number Change

VII. ADJOURNMENT

The next Curriculum Committee meeting is scheduled as follows:

Central Campus, Building 3 – Room 100

April 19, 2004

Curriculum Committee Members

If you will *not* be able to attend the next meeting, please contact:

Hank Martel, B.G. Thompson or Barbara Piscitelli by email.