



Minutes of the Curriculum Committee Meeting

Monday, October 21, 2002

Central Campus, Building 15, Room 107

Members Present

Mary Teslow, *Chair*; Michelle Apps, Blaine Browne, Deborah Hefferin, Barbara Klemm, Hank Martel, Deborah Papa, John Rogers, and Rod Taylor

Students: Michael Gomez

Members Absent

Osmond Duffis-Sjogren, Ed Henn, George Hurt, Marshall Nance, Ken Ross, Jerry Schwartz, and Jan Shakespeare

Students: Ivan Barrios and Candice Jagessar

Ex-Officio's Present

Eileen Holden, Linda Liberman, Melba Ramos, Carol Ross-Black, and Wanda Thomas

Visitors Present

B.G. Thompson

Students: Ana Caceres, VPAA staff and Oriena Ricci, A.A. staff

I. Call to Order

Chair Teslow called the meeting to order at 2:14 p.m.

II. Approval of the October 21, 2002 Agenda

Motion was made, seconded and the agenda was approved as written.

III. Approval of the September 23, 2002 Minutes

Motion was made, seconded and the minutes were approved as written.

IV. Old Business

None

V. New Business

A. Dr. Wanda Thomas, VPTE, Central Campus: New Program with new courses

1. Motion made, seconded and unanimously approved the **Request Waiver of First Read** for “**Manual Techniques I**” (PHT2203), new course.
2. Motion made, seconded and unanimously approved the **Request Waiver of First Read** for “**Clinical Practicum in Manual Techniques I**” (PHT2203L), new course.
3. Motion made, seconded and unanimously approved the **Request Waiver of First Read** for “**Manual Techniques II**” (PHT2204L), new course.
4. Motion made, seconded and approved unanimously the **Request Waiver of First Read** for “**Clinical Practicum in Manual Techniques II**” (PH2204L), new course.
5. **New Program:** Advanced Technical Certification (ATC) in “**Manual Techniques for the Physical Therapy Assistant**” (Program # 4280).

Motion made, seconded and unanimously approved the **Request Waiver of First Read** for the new program; composed of the above four courses.

Motion made, seconded and unanimously approved to accept the new program.

VI. MISCELLANEOUS

Questions were raised concerning how the Honor's designator is attached to a course; a short discussion ensued. Subsequent to an Honor's meeting scheduled for October 24, 2002, Eileen Holden volunteered to report back to the Curriculum Committee at the November meeting with the answer to the question (s) posed.

VII. REPORTS

A. Mr. B.G. Thompson, VPAA Staff, Downtown Campus

1. Update of the SCNS State directed Course Prefix and/or Number Changes, academic year '02-'03, a cumulative list to be presented to the committee as needed.
2. Starting in November (due date of February 1, 2003), a review of all current active courses, with their related pre/co-requisites, and course catalog description will begin.
Reminder: If anyone wants to (add or delete) a pre/co-requisite it must go before the Curriculum Committee.
3. The Academic Deans will be distributing the next **5 Year Review** list, due back to the Academic Deans by January 15, 2003.
4. One final list to be produced: in January: courses currently **active, but not offered in the last 5 years**. Departments will report back to Curriculum Services (through their Academic Deans) the action(s) that need to be taken i.e. **retain, delete, and/or inactive**.

VIII. ADJOURNMENT

The meeting was adjourned at 2:58 p.m.

**The next scheduled Curriculum Committee meeting is:
November 18, 2002 2:00pm
South Campus, Building 72 – Room 129**

**Respectively submitted by:
Barbara Piscitelli
October 25, 2002**