

## MEMORANDUM

TO: Edison State College **CURRICULUM COMMITTEE MEMBERS**

FROM: Professor Mary Conwell, Chair (x 1424)

DATE: December 1, 2009

PLACE: Lee Campus, Robinson Hall, I 122 & 123 (TLC)

SUBJECT: **MEETING - FRIDAY DECEMBER 4, 2009, at NOON**

### AGENDA

- 1. Action item:** Deborah Howard, HIM Program Coordinator, proposes the following four new, non-experimental courses: *HIM 1211 Electronic Health Records* (three credits); *HIM 1806 Professional Practice Experience I* (two credits); *HIM 2012 Healthcare Law* (three credits); and *HIM 2222 Basic ICD - 9 - CM Coding* (four credits). These courses are required degree core requirements in the **Associate of Science degree in Health Information Management** as directed by the Commission on Accreditation of Health Information and Informatics Management Education (CAHIM). Applicable date would be Spring 2010. Presenter: Deborah Howard.
- 2. Action item:** Dr. Doug Nay, Supervision and Management Professor, proposes the following three new, three-credit, elective, non-experimental courses: *MNA 3038 Project Management Certification*; *MAN 3502 Operations and Supply Chain Management*; and *MAN 4402 Employment Laws and Regulations for Human Resources*. These courses are part of the **Bachelor in Applied Science in Supervision and Management** program; they meet the needs of students pursuing a degree in supervision and management. Course numbers follow Florida numbering convention. Applicable date would be Spring 2010. Presenters: Dr. Doug Nay and Associate Dean Dennette Foy.
- 3. Action item:** Dr. Marsa B. Detscher proposes the following new, experimental, three-credit course: *POS 2141 Urban Government and Politics*. This course responds to increased student interest in political science by providing students with direct exposure to local government. The experiential nature of this course provides students with a unique and invaluable learning experience. Applicable date would be Spring 2010. Presenter: Dr. Rodney Dennison, Associate Dean.
- 4. Action item:** Department Chair Mike Nisson and Paralegal Program Faculty propose the following new, three-credit, non-experimental course: *BUL 2240 Business Law*. This new course combines the essential components of the courses *BUL 2241 Business Law I* and *BUL 2242 Business Law II* to meet the need for comprehensive coverage of essential business law topics. This new course results in the deletion of *BUL 2242 Business Law II*, which has not been taught for several years because it is not a required course, as well as the deletion of *BUL 2241 Business Law I*, so that the content of both deleted courses may be incorporated in *BUL 2240 Business Law*. Applicable date would be Fall 2010. Presenters: Mike Nisson and/or Associate Dean Kim Gresham.
- 5. Action item:** Program Coordinator Karen Molumby proposes that *SPC 1017 Fundamentals of Speech* be added to the Dental Hygiene curriculum as a result of the College's curriculum change involving the deletion of *BSC 1080 Human Biology* and the reduction of credits in *MCB 2010C Microbiology* from 5 to 4 credits. This change will result in meeting the standards outlined by the State of Florida Department of Education and the Commission on Dental Accreditation Standards. Presenter: Karen Molumby.

**6. Action item:** Dr. Eileen DeLuca proposes a new course, *SCE 4940 Internship in Secondary Education with Biology Emphasis*. This 12-credit course requires teacher candidates to lead instruction in an area 6-12 science classroom under the supervision of a trained clinical educator. Applicable date would be Spring 2010. Presenter: Dr. Eileen DeLuca.

**7. Action item:** Dr. Eileen DeLuca proposes a new course, *MAE 4940 Internship in Secondary Education with Mathematics Emphasis*. This 12-credit course requires teacher candidates to lead instruction in an area 6-12 mathematics classroom under the supervision of a trained clinical educator. Applicable date would be Spring 2010. Presenter: Dr. Eileen DeLuca.

**8. Information item:** Dr. Eileen DeLuca proposes a change to the course learning outcomes of *EME 2040 Introduction to Technology for Educators*. To come into compliance with the Florida Department of Education State-mandated learning outcomes for the three lower division Education courses, EME 2040 is the first of the three courses to undergo the curriculum review process within the School of Education. Authentic and standardized assessments have been aligned with the state-mandated learning outcomes and general education requirements have been added.

**9. Information item:** Associate Dean Dennette Foy will explain the change to course numbers for the following courses: *ETD 2350 Advance Computer Aided Drafting* to *ETD 2340 Advanced Computer Aided Drafting*; *ETD 1538 Autocad for Residential Architecture* to *ETD 1395 Autocad for Residential Architecture*; and *ETD 1100 Engineering Graphics I (Manual)* to *ETD 1102 Engineering Graphics I (Manual)*. These new course numbers are in line with the Department of Education Mandated Statewide Course Number Change. The credit hours for all three courses remain the same. Applicable date would be Fall 2010. Presenter: Dennette Foy.

**10. Information item:** The third column has been added in the syllabi for numerous courses.

**Adjournment.**