CURRICULUM ADVISORY BOARD
October 25, 2019
1:30 pm
CHEC 200
Approved Meeting Minutes

Voting Members Present
Gwen Miller – Chair, Sean Geraghty – Chair Elect, Adrienne Caughfield, Jillian DeShazo, Kathy Fant, Cynthia Gruver, Tony Howard, Joan Hunsaker, Linda Kapocsi, Paul Manganelli, Tom Ottinger, Barry Piazza, Mark Popowski, Charles Ring, Steve Rizzo, Clair Robertson, Michael Rose, Donna Smith

Voting Members Absent
Kim Lower (Gwen Miller, proxy)

Non-Voting Members Present
Brenda Carter – Deans' Liaison, Gloria Hurtado-Diaz – Institutional Research Liaison, Cameron Neal – Academic Partnerships Liaison, Lacy Castleman, Diana Hopes, Marisela Lopez, Karen Murph

Non-Voting Members Absent
Jaime Mills – Academic Partnerships Liaison, Karen Musa – Deans' Liaison, Cindy Pokrywa – Student Enrollment Services Liaison

Others Present
Ann Blackman, Rachel Bzostek Walker, Francis Choy, Todd Fields, Jon Hardesty, De'Aira Holloway, Tina Jackson, Jane Leach, Craig Leverette, Jane Lopes, David Liska, David Malone, Mary McRae, Mark Smith, Anne Thornton

Gwen called the meeting to order at 1:32 p.m.

New Curricular Proposals

- **Psychology – Matt Diggs**
  - New Field of Study
    - Psychology Field of Study (FOS)
  - New courses – Previously approved
    - PSYC 2317 Statistical Methods in Psychology
    - PSYC 2320 Abnormal Psychology
    - PSYC 2330 Biological Psychology
  - Psychology is a growing field and the hope is that the popularity of transfer programs makes this six-course Field of Study (FOS) enticing for students to want to enroll. The six courses that have been presented by the state will be transferable and allow Collin Psychology faculty to be innovative and form partnerships with other colleges. At this time, the Psychology department is requesting approval for only the FOS. A specific degree is not being proposed at this point.
  - Recommended for Fall 2020

- **Diagnostic Medical Sonography – Megan Chambers**
  - Program Revisions
    - AAS - Diagnostic Medical Sonography
  - New Courses
    - DMSO 1210 Introduction to Sonography
    - DMSO 1441 Abdominopelvic Sonography

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    - DMSO 1455 Sonographic Pathophysiology
    - DMSO 2353 Sonography of Superficial Structures
    - DMSO 1201 Techniques of Medical Sonography
    - DMSO 1167 Practicum 1 - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician
    - DMSO 1466 Practicum 2 - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician
    - DMSO 2230 Advanced Ultrasound and Review
- Course Revisions
    - DMSO 2405 Sonography of Obstetrics/Gynecology
    - DMSO 2342 Sonography of High Risk Obstetrics
    - DSVT 1300 Principles of Vascular Technology
    - DSVT 2200 Vascular Technology Applications
- There was an issue over the summer where one of our partners had a change in management and was no longer able to help us with the clinical portion. Currently, the clinical sites are being shared with two other schools, Parker University and El Centro. Collin and El Centro have the same integrated practicum format, where students are in clinicals and in class. This means that there are 68 sonography students at one time, but there is not enough room for everyone. Also, there are very strict ratios that need to be adhered to regarding clinical courses, as there must be one licensed sonographer per student. The directors from Parker University, El Centro College, and Collin College met and decided that the best solution would be to rotate clinical times. Parker University will have their clinicals September 1st to March 1st; Collin would have their clinicals March 1st to September 1st; and El Centro will continue to go throughout the year. Many changes had to be done to the curriculum as well, which made it necessary to remove some clinical/practicum hours. Biology1406 was removed because the department felt it was unnecessary to have 12 prerequisite hours in Biology when some of the content is already being covered throughout the DMSO courses. The department did not want to add or build new courses to make up for the loss of hours, so the hours were added into the existing courses.
- Recommended for Spring 2020, with removal of the word “Fall” from the prerequisite section in the outline, so as not to confuse students and mislead them into thinking that they can take all the courses in one semester and be done. One abstention.

♦ **Agriculture – Anne Thornton**
- New Program
    - AAS - Urban Sustainable Agriculture
    - Certificate Level 1 - Controlled Environment Agriculture
    - Certificate Level 1 - Sustainable Agriculture
- New Courses
    - AGCR 2305 Entomology
    - AGCR 2371 Introduction to Sustainable Agriculture
    - AGCR 2313 Soil and Water Conservation Management
    - AGCR 2586 Internship – Crop Production
    - AGRI 1415 Horticulture
    - AGRI 2303 Agricultural Construction
    - AGRI 1325 Marketing of Agricultural Products
    - HALT 2308 Greenhouse Management
    - HALT 2402 Greenhouse Crop Production
    - HALT 2421 Small Farming
- The main basis of this program was an AS which is not being presented yet because the state is currently working through the Agriculture FOS, and it doesn’t make sense to present it now only to make changes to it soon after. The AS will be in agriculture business since the core that is included in the curriculum will give students more flexibility. The AAS Urban

Sustainable Agriculture is a unique component to this program because it is current, modern, and relevant to the community. This program is focused on bringing nutrient dense foods to areas with minimal access. There is a growing trend in this area, and this industry will create different types of careers. There is a big dual credit interest in it. As the Farmersville campus opens, there will be land available to expand the program and have it at two different campuses. The average age of a U.S. farmer is 58, so there is a need to educate the youth, as fifty percent of Collin is still rural. There is little competition for this program. Austin has an AAS program, but it does not have a controlled environment emphasis. Northeast Texas Community College has an AAS, a Level 1, and a Level 2 certificate, but they also do not have the urban emphasis. North Central Texas is geared towards livestock. The Agriculture advisory committee expressed their concerns about the void of management-oriented people who know the technology side of the business. In addition, there are articulation possibilities. The AAS will transfer to Texas A&M Commerce even though it is a workforce program. Sam Houston has expressed their interest, and Tarleton will hopefully also get involved. Collin faculty have met with the ISDs and are discussing facility collaborations. There is a great possibility for recruitment through the ISDs. Wylie alone has about three or four hundred students that could be recruited. Collin has never had a program like this before, but was able to add several classes from already established Collin programs. CHEM 1411 was included in the curriculum (with CHEC 1405 as a substitution) because it is a course that every four-year school requires; however, its MATH 1314 prerequisite is not included in the program. Therefore, it was suggested that CHEM 1405 be listed as the required course, with CHEM 1411 as the substitution. There is flexibility in substituting the PHIL 1301 course, but it was included in the curriculum because it was thought that it would be a course that would help students be more successful when considering the demographics of the students that will be coming to this program. There was a suggestion about substituting the Philosophy course for SPCH 1321, because it is thought that it could better compliment the degree. However, the Philosophy course was added to fulfill the Humanities degree requirement, and Speech is part of the Collin core option so it cannot be a replacement for the Philosophy course. Also, there is a philosophical aspect in the foundation of sustainable agriculture regarding getting back to producing healthier soil, healthier foods, healthier humans, etc. However, it was decided that any of the courses from the Humanities options could be taken. The advisory committee preferred MATH 1324 because the statistics component would be helpful for students wanting to run their own business. ECON 1301 was added to the curriculum because most of the dual credit students are taking that course instead of ECON 2301. One of the areas Collin hopes to heavily recruit from are veterans – especially those that are from Wounded Warriors or are having post-traumatic stress disorder (PTSD) issues. This is because the United States Department of Agriculture (USDA) is really pushing that since there is much funding available, but also because research has shown that there is healing from getting out in the field. Collin will not be housing livestock, but is in communication with Wylie ISD to work with their livestock. Collin Agriculture faculty is looking at mirroring Commerce's way of assessing the internship product quality where students will be getting a certain section, then will have to implement a plan regarding which crop they are going to grow, which nutrients they are going to feed those crops, and getting them to the point where they can be sold at market. One idea is possibly giving the produce to the culinary program so they can use it. There is a companion program called Agroecology, that might be an option further down the road; more earth science programs would be included in that program.

- Recommended for Spring 2021, with the suggested changes being made.

♦ **Vocational Nursing – Jane Lopes**

- New Program
  - Certificate Level 2 - Vocational Nursing
- New Courses

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    - VNSG 1205 NCLEX-PN Review
    - VNSG 1230 Maternal-Neonatal Nursing
    - VNSG 1238 Mental Illness
    - VNSG 1261 Clinical I - Licensed Practical/Vocational Nurse Training
    - VNSG 1262 Clinical II - Licensed Practical/Vocational Nurse Training
    - VNSG 1270 Concept-Based Nursing Principles I
    - VNSG 1271 Concept-Based Nursing Principles II
    - VNSG 1570 Concept-Based Skills I
    - VNSG 1571 Concept-Based Skills II
    - VNSG 1577 Concept-Based Nursing Care I
    - VNSG 1578 Concept-Based Nursing Care II
    - VNSG 1579 Concept-Based Nursing Care III
    - VNSG 2363 Clinical III - Licensed Practical/Vocational Nurse Training
- An LVN is a Licensed Vocational Nurse; in all states, other than California and Texas, they are referred to as LPN Licensed Practical nurses. This proposed program is for one year. All students take the same licensing exams, so they can work anywhere nationwide. LVNs mostly work with more stabilized patients and will always report to either a Registered Nurse (RN), Advanced Practice Registered Nurse (APRN), or Nurse Practitioner. LVNs may work under a Physician, Dentist, or a Physician Assistant and are sometimes hired as Surgical Assistants. There were 240 LVN openings last month in Collin County alone and 870 in the DFW metroplex. There is a need for nurses. The average age of an RN in TX is 51, and the average age of an LVN is 52. This program will be offered at the Wylie campus and at the Allen Technical campus. One campus will admit students in the Fall and the other will admit in the Spring. The reasoning behind this is that if a student is unsuccessful in one semester they can go to the other campus the very next semester and start again instead of having to wait until the next year. The cohort size will start out small. The goal is to have 24 students per campus per year for the first two years. This will give an opportunity to make any adjustments before having a bigger cohort. The Accreditation Commission for Education in Nursing (ACEN) restricts enrollment increases to 15% a year. There are several WECM local need courses proposed because the classes in this program will be taught by a technique called concept-based learning, which is fairly new, and there are currently not any existing courses available. This technique is compared to the systems-based organization content technique. Collin College will be the first to offer this type of LVN program. The Texas Board of Nursing (BON) is watching closely and encouraging some creativity. The principles that will be covered in the curriculum are going to be ethics, laws, etc. All concepts will be integrated into the concept-based courses instead of being broken down into all the different topics. Anatomy and Physiology I and II are critical to being selected for a nursing program, but BIOL 2404 was chosen because it is thought that most of the students entering this program will be non-traditional students who are coming back to school after several years, and Anatomy and Physiology I may be too difficult to start off with, and their grade would affect their ability to get into an RN program later. In addition to lab time, there are active learning strategies, which reinforce what the students learn in lecture. It will be hands on activities, discussions, and case studies that go with what they have learned. The sequencing will be a little different depending on which semester the student starts. The Maymester will bring the two cohorts together to use the facilities available. Students who have Certified Nurse Technician (CNT), Emergency Medical Technician (EMT), or military experience/licensure will get admission points on the exam for consideration to be in the program.
- Recommended for Spring 2021

Expedited Proposals – None

Deans' Liaison Report – The Deans discussed the definitions of hybrid and blended courses. Faculty load was also discussed. The job posting for the Director for Teaching and Learning has been posted;

this person will oversee faculty development. The Executive Dean for Virtual College will also be posted soon. Faculty transfers will be the subject of the next meeting; the deans will also decide the new hires that will be needed. There was a discussion about the TRS changes. P-cards were also discussed; faculty will be able to receive a p-card for travel. The Associate Deans recommended that the syllabus template be updated so that the core values be added and grade appeal section be removed. A decision was made regarding the course section numbers. With the addition of the two new campuses, the alphabet can no longer be used. Each campus will have a numbering system, but dual credit will stay the same.

Faculty Council Report – There was a discussion about closed captioning for online courses. Quality Matters is being offered to faculty to increase the quality of online courses. All new web courses will have to be built in Quality Matters. All new adjunct faculty are being encouraged to sign up for the Adjunct Faculty Academy. Collin Board of Trustees set a policy regarding Texas SB 18, that allows outside entities to distribute literature with permission, but must be 100 feet away from exterior doors. The campus carry was also discussed.

CAB Business

- **2019-2020 Catalog Addendum** – There will be an addendum to the catalog. The changes were limited to extenuating circumstances. The two new programs, Sport and Recreation Management and Insurance Management were approved by SACSCOC and are effective Spring 2020 and will be included.
- The Curriculum Office is proposing a subcommittee to explore processes for justifying course prerequisites. The reason is to uphold academic standing and empower faculty to uphold standards, but also to make sure that we are not limiting students' access nor limiting their academic goals. CAB members are being asked to be part of this subcommittee. If anyone is interested in serving on this subcommittee, please let Karen know. Discussion will begin in November.
- **2020-2021 Catalog Updates** – If CAB members know of anyone within their discipline or department that is looking to make changes to curriculum for the next academic year, they are urged to encourage him/her to contact the Curriculum Office as soon as possible to assure they will be completed before the March deadline.
- **Status of CAB Recommendations** – All programs have been approved by leadership.
- **September 27 Meeting Minutes** – Approved
- **Other Business** – No other business

Next Meeting – November 22

Meeting adjourned at 3:38 p.m.

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