

## Advisory Committee Meeting Minutes

CHAIRPERSON: Christie Huckaby		
MEETING DATE: August 9, 2002	MEETING TIME: 6:00 p.m.	MEETING PLACE: SCC - LRC
RECORDER: Tanya Gleason		PREVIOUS MEETING: April 11, 2002

### MEMBERS PRESENT:

### OTHERS PRESENT:

Name and Title		Name and Title		Name and Title	
X	Christie Huckaby, Chair	X	Sharon T. Forbes	X	Peter Dawson - CCCCCD
X	Tanya Gleason	X	Stephanie Smith	X	Dean Wallace – CCCCCD
	Ann Shuttee	X	Shirley Weaver		Marsha Foulks – CCCCCD
	Debra Eaton			X	Sue Furnas – CCCCCD
X	Cindy Bunyan				Lillie Palmer – CCCCCD
X	Barbara Holcomb-Jennings			X	Mary Milford – CCCCCD (by proxy)

Agenda Item	Action Discussion Information	Responsibility
Old Business:		
Approval of minutes	Action	Christie Huckaby
Continuing Business:		
New Business:		
Program Update	Discussion/Information	Peter Dawson
Curriculum Decisions:		
Program Modifications & Revisions	Action/Discussion/Information	Peter Dawson
Other:		

## MINUTES

Key Discussion Points	Discussion
Old Business:	
Approval of minutes	Minutes of 4/11/02 meeting were approved by acclamation.
Continuing Business:	
New Business:	
Program Update	Peter Dawson informed the Committee that the paralegal program had its highest fall enrollment ever and had nearly doubled in size over the last three years. He also noted that the revised class schedule had dramatically increased the average class size, from 13 to 20.
Curriculum Decisions:	
Program Modifications and Revisions	<p>Peter Dawson proposed the following program modifications and revisions:</p> <ol style="list-style-type: none"> <li>1. Replace the COSC 1300 requirement in the certificate program with a technology option, which will provide students the choice of taking COSC 1300, POFI 1301, or POFI 2301.</li> <li>2. Discontinue requiring ACCT 1301 and ACCT 2301 from all programs.</li> <li>3. Discontinue splitting the litigation curriculum between LGLA 1346 and LGLA 1347 and put it all into LGLA 1346. Revise LGLA 1347 and make it an elective or drop it from program.</li> <li>4. Change LGLA 1380 to an elective and drop LGLA 2381. No longer use LGLA 1380 or LGLA 2381 as the capstone course.</li> <li>5. Make LGLA 1353, LGLA 1355, and LGLA 2303 required courses in the AAS and certificate programs.</li> <li>6. Make LGLA 2333 an elective and reevaluate for possible termination.</li> <li>7. Drop LGLA 1317 from the program.</li> <li>8. Add LGLA 2239 as the new capstone course.</li> </ol>

	<p>9. Limit the number of paralegal electives to as follows:</p> <ul style="list-style-type: none"> <li>a. Certificate Program: RELE 1309, CRIJ 1306, CRIJ 1310, LGLA 1380, BUSI 2301, LGLA 1347, LGLA 1305, LGLA 2333</li> <li>b. AAS Program: RELE 1309, CRIJ 1306, CRIJ 1310, LGLA 2380, BUSI 2301, LGLA 1347, LGLA 1305, LGLA 2333</li> <li>c. AA Program: LGLA 1303, LGLA 1307, LGLA 1346, LGLA 2307</li> </ul> <p>10. Increase certificate hours from 27 to 29. Decrease AAS hours from 64 to 63.</p> <p>After some discussion, a motion was made and seconded to adopt all of the proposals. The committee voted unanimously to approve the motion.</p>
Other:	

CHAIRPERSON SIGNATURE:	DATE:	NEXT MEETING:
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