

**Arkansas Tech University - Ozark
Curriculum Committee Meeting
October 1, 2014**

Minutes

CALL TO ORDER The Curriculum Committee met in Student Services Conference Center on Wednesday, October 1, 2014. The following members were present: Ashley Gattis, Cathy Rosewell, Bobby Sewell, Lynn Washington, Brenda Shoop and Erin Brickley. Tekla Barr was absent.

APPROVAL OF MINUTES Mr. Sewell called the meeting to order at 3:03 p.m. and asked that the minutes be approved as distributed. Motion by Cathy Rosewell, second by Ashley Gattis to approve the minutes. Motion carried.

OLD BUSINESS There was no old business.

NEW BUSINESS Mr. Bobby Sewell welcomed the committee and introduced Ashley Gattis as a new member.

Mr. Sewell asked the committee for consideration to approve the following changes requested by the respective programs:

Air Conditioning and Refrigeration

Effective with the Summer I 2015 semester:
Pending approval by the Arkansas Tech University Board of Trustees and the Department of Higher Education, in the curriculum requirements for the TC in Air Conditioning and Refrigeration:

- Delete the Facilities Maintenance option

Effective with the Summer I 2015 semester:
Pending approval by the Arkansas Tech University Board of Trustees and the Department of Higher Education, in the curriculum requirements for AAS in General Technology with a concentration in Air Conditioning and Refrigeration:

- Delete the Facilities Management option

These items were removed from the agenda after the agenda was distributed.

Business Technology

Effective with the Summer I 2015 semester:
Pending approval by the Arkansas Tech University Board of Trustees and the Department of Higher Education:

- Create a Certificate of Proficiency in Office Support Specialist (*name changed after agenda was distributed*).

Courses required for this CP are (no new courses required):

BST 1303 Introduction to Computers

BST 1013 Word Processing I

BST 1033 Administrative Support Procedures

BST 1043 Professional Communication

BST 1053 Spreadsheets

Motion by Ashley Gattis, second by Stan Hatcher to create a Certificate of Proficiency in Office Support Specialist. Motion carried.

Health Information Technology

Effective with the Summer I 2015 semester:

Pending approval by the Arkansas Tech University Board of Trustees and the Department of Higher Education:

- Create a Certificate of Proficiency in Medical Billing and Coding (name is subject to change)

The above item was removed from the agenda after the agenda was distributed.

- Create a Certificate of Proficiency in Medical Transcription (name is subject to change)

Courses required for this CP are (no new courses required):

BST 1303 Introduction to Computers

Or BST 1013 Word Processing

HIT 1113 Medical Terminology

HIT 2113 Medical Transcription

HIT 2103 Disease Processes

Motion by Stan Hatcher, second by Cathy Rosewell to create a Certificate of Proficiency in Medical Transcription. Motion carried.

Industrial Control Systems

Effective with the Summer I 2015 semester:

Pending approval by the Arkansas Tech University Board of Trustees and the Department of Higher Education, in the curriculum requirements for AAS in Industrial Control Systems:

- Delete the Energy Studies option

The above item was removed from the agenda after the agenda was distributed.

Effective with the Summer I 2015 semester:

Pending approval by the Arkansas Tech University Board of Trustees and the Department of Higher Education:

- Create a Certificate of Proficiency in Machining Operator (name is subject to change)

Courses required for this CP are (all ICS classes will be created):

TMAT 1203 Technical Math II

ICS 2502 Blueprint Reading

ICS 2512 Introduction to Metrology

ICS 2515 Machining Technology

ICS 2525 CNC Operations

Motion by Cathy Rosewell, second by Ashley Gattis to create a Certificate of Proficiency in Machining Operator. Motion carried.

Law Enforcement

Effective with the Summer I 2015 semester:

In the curriculum requirements for the Technical Certificate in Law Enforcement and the AAS in General Technology with a concentration of Law Enforcement:

- Delete the requirement for six (6) hours of elective credit in the TC
- Require LE 2003 Interviewing, Interrogation, and Testimony in the TC
- Require LE 2013 Introduction to Computer Crime in the TC
- Create and require LE 2103 Crime Scene Investigation in the AAS
- Create and require LE 2113 Introduction to Terrorism in the AAS

Motion by Cathy Rosewell, second by Ashley Gattis to make the changes above in the Law Enforcement program. Motion carried.

Paramedic/Emergency Medical Services

Effective with the Summer I 2015 semester:

In curriculum requirements for AAS in Paramedic/Emergency Medical Services:

- Require admission to the program
- Require students to already have taken and passed Emergency Medical Technician with a grade of "C" or better within the last two years (still be eligible to sit for the state exam) or be currently certified by the Arkansas Department of Health Division of EMS

- Delete the requirement for EMTP 1012 Foundations of Paramedicine
- Delete the requirement for EMTP 1015 Emergency Medical Technician
- Delete the requirement for EMTP 1133 Anatomy and Physiology
- Change the course number for Emergency Medical Operations from EMTP 2212 to EMTP 2213 and increase the credit hours to 3
- Require HIT 1113 Medical Terminology
- Require HIT 1123 Human Anatomical Structure I
- Require HIT 1243 Human Anatomical Structure II

Motion by Ashley Gattis, second by Stan Hatcher to make the changes above in the Paramedic/EMS program. Motion carried.

Practical Nursing

Effective with the Summer I 2015 semester:

Pending approval by the Arkansas Tech University Board of Trustees and the Department of Higher Education, change the name of the Certificate of Proficiency in Certified Nursing Assistant to Nursing Assistant.

Motion by Cathy Rosewell, second by Ashley Gattis to change the name of the Certificate of Proficiency in Certified Nursing Assistant to Nursing Assistant. Motion carried.

ANNOUNCEMENTS There were no announcements.

ADJOURNMENT Motion by Cathy Fultz, second by Marshall Gattis to adjourn the meeting. Motion carried. The meeting was adjourned at 3:40 p.m.