Date: **February 21, 2024,** Board of Trustees Meeting

From: Dr. Shelley Barkley, Vice President of Academic & Student Affairs

Item: **Curriculum Committee Report**

The Curriculum meeting convened at 10:30 a.m. on Wednesday, February 14, 2024. Present were Dr. Randy Greenwell; trustee (proxy for Mr. Larry Fischer; trustee), Dr. Bryan Renfro; president, and Dr. Shelley Barkley; Vice President of Academic & Student Affairs. Absent, Ms. Angela Greger; trustee and Mr. Larry Fischer; trustee. Kristina Johnson; note taker.

Administration discussed proposed new certificates within the Hospitality Program, including Culinary Arts for introductory training in year one and Hospitality Management for supervisory skills in year two. Approval was granted for the reactivation of several program courses to align with current industry standards. Furthermore, a new course, HSP 106 "Food and Alcohol Certifications," was introduced to address evolving industry trends.

The committee reviewed a curriculum recommendation for new Manufacturing courses. Administration, collaborating with GREDF, is forming a FAME chapter, resulting in the development of the following courses: MFG 131 - Maintenance Machinist Fundamentals, ELE 105 - Electrical Safety in the Workplace, and ELE 115 - Electrical Troubleshooting. Additionally, a new degree, "Advanced Manufacturing Technician," is proposed for the FAME program, preparing students for advanced technology in the workplace. This curriculum will align with the new manufacturing degree.

The agriculture department proposed a certificate change for Conservation Management, introducing a two-credit internship option as an alternative to AGR 194, "Current Issues in Conservation Management." Additionally, in alignment with the Mass Media program, a new Ag Communications course has been developed. This course focuses on conveying complex agricultural information to diverse audiences, emphasizing verbal, written, and visual communication skills within the agricultural industry.

Following discussions initiated in the November curriculum meeting regarding changes in Office Technology, subsequent meetings were held with the Office Technology faculty. As a result, a revised name change for the Office Technology degree and certificate was proposed and approved by the curriculum committee. Both the certificate and degree will now be named "Medical Administrative Assistant."

In addition, curriculum changes were approved in Accounting, ACC 100 “Financial Accounting” will be developed to meet transferability requirements and secure IAI approval. This involves combining the content of ACC 101 (Principles of Accounting I) and ACC 102 (Principles of Accounting II). Resulting in replacing ACC 101 with ACC 100 and ACC 102 with ACC 110 “Personal Finance”. These changes necessitate modifications to prerequisites and various programs, with further curriculum adjustments anticipated.

Several catalog changes for the departments of Natural Sciences, Computer Science, and Accounting were reviewed as well.

Meeting adjourned at 11:15 a.m.