

**Quinsigamond Community College
Memorandum**

Date: May 3, 2010

To: The College Community

From: Pat Toney, Vice President for Academic Affairs

Subj: **Academic Matters from April 13, 2010**

Final approval has been given to the academic matters acted upon at the April 13, 2010 meeting of the Academic Affairs Committee.

Business & Technology Division

1. Add two new electives to the list of Business Electives in the College catalog: IDS 113 Ethical Issues in Business & the Professions and Manufacturing Technology courses (MNT).
2. Change the name of the Automotive Maintenance and Light Repair Certificate to “Ford Maintenance and Light Repair Program - Certificate.”
3. Create a new course, EUT 101 Fundamentals of the Energy Industry.
4. Remove ENG 100 as prerequisite or corequisite from all HRM courses.
 - a. HRM 111 Basic Foods: Basic Boucher & Patissier
 - b. HRM 112 Basic Foods: Garde-Manager & Saucier
 - c. HRM 131 Food and Beverage Cost Control
 - d. HRM 135 Front Office Operations
 - e. HRM 215 Contract Foodservice Management
 - f. HRM 218 Dining Room and Banquet Management
 - g. HRM 232 Hotel Meetings: Sales and Operations
 - h. HRM 235 Management in the Hospitality Industry
 - i. HRM 236 Destination Marketing and Management

Healthcare Division

1. ALH 107 Medical Coding and Billing – Increase the prerequisite from ENG 096 to ENG 100 and add corequisite of ALH 102 Introduction to Medical Terminology.
2. ALH 151 Medical Office Administration – Change the title to “Medical Office Administration I,” add prerequisite of ENG 100, and add corequisite of ALH 102.
3. Create a new course, ALH 152 Medical Office Administration II.
4. EMT 202 Clinical Placement for the Paramedic – Change course sequencing to be offered in Summer, not Fall; revise course description; and remove corequisite of EMT 203..
5. EMT 203 Field Placement for the Paramedic – Change course offering sequence; remove all corequisites and make EMT 202 the only prerequisite.

Humanities Division

1. Liberal Arts Program
 - a. Replace program requirement of LIB 250 Liberal Arts Capstone Seminar with a 200-level Liberal Arts Elective.
 - b. Retire LIB 250 Liberal Arts Capstone Seminar.

Human Services & Science Division

1. ECE 102 Growth & Development of the Young Child – Revise course description.
2. SCI 107 Science of Technology: Vision and Light – Revise course description.
3. SCI 108 Science of Technology: Hearing and Sound – Revise course description.
4. BIO 101 General Biology: Core Concepts – Revise course description.
5. Biotechnology Certificate – Change the certificate requirement of CHM 101 Introduction to the Chemistry of Living Systems to CHM 105 General Chemistry I.

Math & Social Sciences Division

1. Create a Biotechnology Concentration in the General Studies Associate in Arts program.
2. MAT 090 Basic Mathematics Skills – Add prerequisite of “appropriate Placement score” and change the CPT entry score to 26.