

**Quinsigamond Community College
Minutes of the Academic Affairs Committee
October 13, 2009**

Members Present: Andria Schwartz, Anne Pound, Brenda Marshall, Charlene Mara, Charulata Trivedi,, Dadbeh Bigonahy, James Brown, Jane Gauthier, Jane June, Jane Shea, Jim Rice, John Stazinski, Karen Dufault, Kathy Rentsch, Ken Wong, Laraine Sommella, Leslie Horton, Linda LeFave, Martin Muysenberg, Mary Newman, Meg Yoder, Nancy Schoenfeld, Philomena D'Allesandro, Sandra England, Steve Rayshick, Steve Zona,

Ex Officio: Pat Toney

Members Absent: Bill McCarthy, Nicole Currier, Tara Fitzgerald-Jenkins

Guests: Colleen Doherty, Karl Anderson, Lynda Nesbitt, Steve Marini

Election of Chair

Jane June served as temporary chair of AA Committee in order to call for nominations for chair. Steve Rayshick was nominated from the floor; he accepted the nomination. No other nominations were received. Upon a unanimous vote, Steve Rayshick was elected to serve as the chair of the Academic Affairs Committee in 2009-2010.

Mathematics & Social Sciences Division

EDU 101 – Elementary Education: Teaching and Learning

- Motion: Change Prerequisite for EDU 101 from ENG 100 or appropriate placement score to ENG 101 or appropriate placement score
- Motion was seconded.
- Discussion: There were several questions regarding the potential impact on students' progress through the program.

Vote: Unanimous; To approve as presented.

Health Care Division

**RDT 132 Medical Radiography Clinic II
RDT 231 Medical Radiography Clinic III**

- First Motion: An increase in course credit for RDT 132 from 4 to 5, effective SP 2010.
- Second Motion: Reduce credit in RDT 231 from 6 to 5, effective SP 2010.
- Motions were taken together and seconded.
- There was no discussion.

Vote: Unanimous; To approve as presented.

RCP 111 Medical Lectures I
RCP 114 Medical Lectures IV
RCP 243 Pediatrics/Perinatology

- First Motion: To increase course credit from 2 to 3 in **RCP 111 Medical Lectures I**, effective SP 2010.
- Second Motion: To increase course credit from 2 to 3 in **RCP 114 Medical Lectures IV**, effective SP 2010.
- Third Motion: To increase course credits from 2 to 3 in **RCP 243 Pediatrics/Perinatology**, effective SP 2010.
- Fourth Motion: To Change the name of RCP 243 from *Pediatrics/Perinatology* to *Neonatal and Pediatric Respiratory Care*, effective SP 2010.
- Motions were taken together and seconded.
- There was no discussion.

Vote: Unanimous; To approve as presented.

Humanities Division

PHI 101 Introduction to the Art of Thinking
PHI 121 World Religions: From Primitives to Zen
PHI 123 Indian Mythologies of the Primitive Americas

- First Motion: To retire PHI 101 Introduction to the Art of Thinking
- Second Motion: To change course title to *PHI 121 World Religions*.
- Third Motion: To change course title to *PHI 123 Native American Belief Systems*.
- Fourth Motion: To revise course description for PHI 123 as noted in attached document
- Motions were taken together and seconded.
- There was no discussion.

Vote: Unanimous; To approve as presented.

Emeritus Policy Review

Steve Rayshick presented the Academic Affairs Committee with the **Governance Calendar 2009-10/Academic Affairs Committee/Tentative Schedule of Policy Review**. This document outlines various policies to be reviewed by members of the AA Committee between October 2009 and May 2010. It is the intention that once reviewed, committee members would take one of the following actions:

- Reformatted and Reaffirmed
- Reformatted and Revised
- Retire

The policy to be reviewed at today's meeting was the "*Process to Award Professor Emeritus Status*". After much discussion, a motion was made to form a subcommittee to review and if necessary, recommend changes to the policy by November 10, 2009. The following members agreed to serve on this subcommittee: Meg Yoder; Brenda Marshall; Lorraine Sammella, and Jim Rice. It was suggested that Susan LaPrade also join this subcommittee.

Steve Rayshick agreed to notify Susan LaPrade regarding the subcommittee. He also agreed to contact Lisa Palmer for clarification regarding the process for policy review.

Informational Items

Fast Track Sequence Changes

Kathy Rentsch presented course sequencing changes recommended by the Business Administration department. These changes make the Fast Track option consistent with the Business Administration/Transfer A.S. and bring the Fast Track curriculum more in line with the requirements of Nichols College and Worcester State College. Detailed changes are attached.

NEASC-Establishment of Additional Instructional Location Preliminary Selection of Academic Programs

Steve Marini indicated that the following programs would be included in the NEASC report regarding programming in South County.

Business Administration

- Associate in Science - Business Administration Career
- Associate in Science- Business Administration Transfer
- Certificate – Business Administration Career
- Certificate – Accounting Assistant/Finance Assistant

Criminal Justice

- Associate in Science Degree
- Certificate – Law Enforcement

General Studies

- Associate in Arts – General Studies

Continuity of Instruction

Pat Toney thanked everyone for their input. She indicated that the final document will be sent out by the end of this week.

DRAFT