

**Quinsigamond Community College**  
**Minutes of the Academic Affairs Committee**  
March 8, 2011

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Present: Andria Schwartz, Bill McCarthy, Brenda Marshall, Charlene Mara, Eric Mania, Flo Lucci, James Brown, Jane Gauthier, Jane June, Jane Shea, Jean McLean, Jim Rice, John Stazinski, Kathy Rentsch, Ken Wong, Leslie Horton, Linda LeFave, Martin Muysenberg, Mary Newman, Maureen Woolhouse, Meg Yoder, Nancy Schoenfeld, Nicole Currier, Pat Creelman, Philomena D'Alessandro, Steve Rayshick, Tara Jenkins, Pat Toney, ex-officio

Absent: Laraine Sommella (excused), Mark Bates, Nicole Cormier

Guests: Betty Lauer, Don Morin, Donna Kilgore, Donna Rollo, Lee Duerden, Marilyn Kalal, Pam Fleming, Steve Marini,

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**Curriculum**

**Business & Technology Division**

Motion 1: To approve a New course MGT 222 International Business and & Management

Motion was moved and seconded to approve proposed course MGT 222 – International Business and & Management

Discussion: After some discussion, vote was taken

Vote: Unanimous; to approve as presented, effective Fall 2011.

**Health Care**

Motion 2: To approve course revision for RCP 114 Medical Lecture IV

Motion was moved and seconded to approve proposed course revision for RCP 114 Medical Lecture IV

Discussion: None

Vote: Unanimous; to approve as presented, effective Fall 2011.

Motion 3: To approve course revision for RCP 231 Critical Care II

Motion was moved and seconded to approve proposed course revision for RCP 231 Critical Care II

Discussion: None

Vote: Unanimous; to approve as presented, effective Fall 2011.

### **Human Services & Science**

#### **Natural Sciences**

Motion 1: To approve course revision for CHM 103 Principles of Chemistry I; change the number to CHM 123, change the name to Principles of Chemistry for Engineers I and change the corequisite from MAT 123 to MAT 233, effective Fall 2011.

Motion was seconded to approve proposed course revision to CHM 103 effective Fall, 2011.

Discussion: none

Vote: Unanimous; to approve as presented, effective Fall 2011.

Motion 2: To approve course revision for CHM 104 Principles of Chemistry II; change the number to CHM 124, change the name to Principles of Chemistry for Engineers II and change the prerequisite from CHM 103 to CHM 123, effective Fall 2011.

Note proposed changes to the grids for Basic Engineering and Basic Engineering – Biomedical Engineering Option.

Motion was seconded to approve proposed course revision to CHM 104 effective Fall 2011.

Discussion: none

Vote: Unanimous; to approve as presented, effective Fall 2011.

Proposal for CHM 201 was withdrawn.

Motion 3: To approve course revision for ERG 211 Introduction to Materials Science; change the prerequisite from CHM 103 to CHM 123, effective Fall 2011.

Motion was seconded to approve proposed course revision to ERG 211 effective Fall 2011.

Discussion: none

Vote: Unanimous; to approve as presented, effective Fall 2011.

Motion 4: To approve course revision for ERG 223 Thermodynamics; change the prerequisite from CHM 104 to CHM 124, effective Fall 2011.

Motion was seconded to approve proposed course revision to ERG 223 effective Fall 2011.

Discussion: none

Vote: Unanimous; to approve as presented, effective Fall 2011.

Motion 5: To approve course revision for BIO 232 Medical Microbiology; change the prerequisite from CHM 103 to CHM 123, effective Fall 2011.

Note proposed changes to the grids for the following programs; Allied Dental Health Science Option, Dental Hygiene, Nurse Education, Nurse Education (Evening Program), Nurse Education Advanced Placement LPN to ADN (Evening Program), Nurse Education Advanced Placement Paramedic to ADN (Evening Program), Respiratory Care.

Motion was seconded to approve proposed course revision to BIO 232 effective Fall 2011.

Discussion: none

Vote: Unanimous; to approve as presented, effective Fall 2011.

### **Early Childhood Education**

Motion 1: To approve course revision for ECE 204 Fieldwork with School-Age Children; change the prerequisite from ECE 110 to ECE 102 or PSY 123 effective Fall 2011.

Motion was moved and seconded to approve proposed course revision to ECE 204 effective Fall 2011.

Discussion: None

Vote: Unanimous; to approve as presented, effective Fall 2011.

Motion 2: To approve changes to the ECE Certificate for Assistant Teachers effective Fall 2011;

1. Change the name of the certificate from Early Childhood Education Certificate for Assistant Teachers to Preschool Assistant Teacher Certificate
2. Arrange the certificate by semesters
3. Require PSY 101 Introduction to Psychology
4. Replace ECE 234 Creative Experiences for Young Children with ECE 131 Planning Programs for Young Children
5. Provide a choice of PSY 123 or ECE 102
6. Remove ENG 100 from the certificate

Motion seconded to approve proposed program revision to ECE Certificate for Assistant Teachers; effective Fall 2011.

Discussion: As of the Fall 2011, the previous certificate will no longer be available

Vote: Unanimous; to approve as presented, effective Fall 2011.

Motion 3: To approve changes to the ECE Infant/Toddler Certificate effective Fall 2011;

1. Cluster the course work into semesters
2. Require PSY 101 Introduction to Psychology
3. Give students the option of taking PSY 123 or ECE 102
4. Change the general elective to an ECE elective
5. Remove ENG 100

Motion was seconded to approve proposed program revision to ECE Infant/Toddler Certificate; effective Fall 2011.

Discussion: none

Vote: Unanimous; to approve as presented, effective Fall 2011.

Motion 4: To approve changes to the ECE School Age Certificate effective Fall 2011;

1. Cluster the course work into semesters
2. Require ECE 101 Introduction to Early Childhood Education.
3. Require PSY 101 Introduction to Psychology.
4. Replace ECE 110 Development of the School Age Child with PSY 123 or ECE 102. Retire ECE 110.
5. Remove ENG 100
6. Designate one elective to be an early childhood education elective

7. Remove ECE 110 as a prerequisite for ECE 204 and require PSY 123 or ECE 102 as the prerequisite for ECE 204

Motion was seconded to approve proposed program revision to ECE School Age Certificate; effective Fall 2011.

Discussion: It was noted that ENG 100 is a hidden requirement for the program and could the department consider changing it at a later date to an admission requirement.

Vote: Unanimous; to approve as presented, effective Fall, 2011.

Motion 5: To approve changes to the ECE Associate in Arts – Transfer Option effective Fall 2011;

1. Change in the name of Degree Program from Transfer Option to Public School Teaching:  
Pre-K- Grade 2 Option.
2. PSY 123 is required in place of choice PSY 123 or ECE 102.
3. ECE 112 Family Issues and Dynamics is now required and replaces a social science elective.
4. MAT 112 Math for Educators II has been added to semester 3

Motion was seconded to approve proposed program revision to ECE Associate in Arts – Transfer Option; effective Fall 2011.

Discussion: work on reducing the title for limited characters in the computer system.

Friendly amendment for the program name to be shortened to ECE Associate in Arts - Pre-K – Grade 2 Option

Vote: Unanimous; to approve with the friendly amendment as noted, effective Fall, 2011.

Motion 6: To approve changes to the ECE Associate in Arts – Pre-School Option effective Fall 2011;

1. Change the name of Degree Program from Career Option to Preschool Teaching Option
2. MAT 111, Math for Educators I has been added to the first semester and is required.
3. Children's Literature ENG 200 will be a designated LA Elective and placed in semester 3
4. In semester 4, if students have elected to take PSY 123 it is strongly recommended that they take ECE 242 Young Children With Special Needs as the ECE elective

Motion was seconded to approve proposed program revision to ECE Associate in Arts – Career Option; effective Fall, 2011.

Discussion: The length of the program name was discussed.

Friendly amendment for the program name to be shortened to ECE Associate in Arts –  
Preschool Option

Vote: Unanimous; to approve with the friendly amendment as noted, effective Fall 2011.

### **Fire Science**

Motion 1: To approve course revision for FSC 101 Principles of Emergency Services; add a prerequisite of ENG 096 effective Fall 2011. Note proposed change to the grid for Fire Science.

Motion was seconded to approve proposed course revision to FSC 101 effective Fall 2011.

Discussion: none

Vote: Unanimous; to approve as presented, effective Fall 2011.

Motion 2: To approve course revisions for FSC 131 Fire Fighting Tactics and Strategy; change the course description and add prerequisites of FSC 104 and FSC 121 effective Fall 2011.

Motion was seconded to approve proposed course revisions to FSC 131 effective Fall 2011.

Discussion: none

Vote: Unanimous; to approve as presented, effective Fall 2011.

Motion 3: To approve course revision for FSC 151 Occupational Safety and Health for Emergency Services; add a prerequisite of ENG 096 effective Fall 2011.

Motion was seconded to approve proposed course revision to FSC 151 effective Fall 2011.

Discussion: none

Vote: Unanimous; to approve as presented, effective Fall 2011.

## 2.Update on Status of Subcommittee work

A representative from each of the following subcommittees provided a status update on their work:

Discipline in the Classroom- Tabled

Dean' s List ad Merit list (Tara)

Subcommittee completed its work and Tara has forwarded the report to AAC Chair. The report will now be forwarded to ACC

Graduation requirements sub-committee determined that it was procedural rather than a policy. As such, there is no need to review it.

APPROVED