



OAKLAND COMMUNITY COLLEGE®

2015-2016 COLLEGE ACADEMIC SENATE
MINUTES OF February 25, 2016
Highland Lakes Campus

The College Academic Senate was called to order at 3:15 p.m. by Chair Shawn Dry; he thanked the campus for all the refreshments they provided for today's meeting. The following individuals were present:

Auburn Hills:	S. Dry, J. Farrah, B. Konopka, K. Sigler, E. Stotts
Guests:	D. Bayer, M. Goldin, P. O'Connor, E. Robinette
District Office Guests:	S. Linden, J. Shadko, T. Sherwood, N. Szabo
Highland Lakes:	R. Bragg, V. Emanoil, R. Henson, T. Pryor, K. Schulte, K. Stilianos
Guests:	K. Bratton, C. Aretha, S. Dicicco, C. Genei, M. Miles, C. Roman, C. Sanford-Brown, L. Stark, A. Wedler
Orchard Ridge:	C. Bennett, J. Mitchell, C. NyKamp
Guest:	P. Schade
Royal Oak/Southfield:	C. Benson, D. Johnson-Bignotti, V. Lamb, C. McKinney, S. Schmidt
Guests:	T. Hendricks, M. K. Lawless, J. Matteson

- 2) Acceptance of Agenda:
MOTION: To accept the agenda as written. Seconded, passed.
- 3) Approval of Minutes: (Note: Approved minutes are posted to the Academic Senate's Infomart site)
MOTION: To approve the minutes of January 28, 2016 as written. Seconded, passed.
- 4) Leadership Report (Note: Report is posted on Infomart)
 - Online Prioritization Motions
 - On 1/28/16, the Academic Senate passed and forwarded to the administration three sets of criteria to be used to prioritize (a) the selection of OCC's first online program or degree, (b) the order in which to place other programs and degrees online, and (c) the order in which to train faculty for online teaching.

- In a meeting with Vice Chancellor Cathey Maze and Associate Vice Chancellor Tim Sherwood on 2/4/16, Leadership received the following responses.
 - Vice Chancellor Maze is checking with the Higher Learning Commission to determine if our selection of the Homeland Security Certificate Program is acceptable; Tim Sherwood reported that our HLC liaison recommended that our selection be a full associate program and well populated.
 - Associate Vice Chancellor Sherwood will work with Dean Kayla LeBlanc to determine the number of faculty who will take online training in the winter and summer and to begin to build those lists using the Senate's criteria.
- Grade Appeal Policy
 - On 1/28/16, the Academic Senate passed and forwarded to the administration a new grade appeal process.
 - In a meeting with Vice Chancellor Maze and Associate Vice Chancellor Sherwood, they indicated that they approved of the process and planned to implement it in the fall 2016 semester; Tim Sherwood reported that they may pilot the process in summer II 2016.

5) Unfinished Business

- Instructional Materials Recommendations
Shawn Dry reported that the “Instructional Materials Recommendations for Faculty” and “Instructional Materials Recommendations for Administration” document was shared on Infomart and it is a result of current conversations at the campuses.

Discussion followed:

- Many faculty have already been pursuing some of the recommendations listed.
- The set of recommendations for administration are for them to consider.
- Based on feedback from the campuses and bookstores, #3 and #5 were changed (under recommendations for administration); as a reminder, there is a board policy that prohibits faculty from selling books to students.

MOTION: To approve the “Instructional Materials Recommendations for Faculty,” and Instructional Materials Recommendations for Administration” document. Seconded, passed. (Note: The motion was voted on and passed after a quorum was reached).

6) New Business

- ENG 1510 Placement
Shawn Dry reported that the first stage of implementing ENG 1510 placement was to create a “List of Course Alternatives for ENG 1055 Students – Effective Fall Semester 2014.” Next, a “Current List of Courses Requesting to Retain ENG 1060 Placement Prerequisite As of 2/25/16” was created based on discussions with the disciplines.

Discussion followed:

- The list is current and it includes courses approved by the curriculum committee; the list was verified by Steve Linden and Shawn Dry today.

- Given the decline of enrollment, hard statistics were requested regarding how many students will meet these new criteria? The Senate would like more information regarding enrollment data.
ACTION: Shawn Dry will forward these requests to administration.
- Have there been discussions between administration and English faculty regarding coordinating the number of ENG courses that will be impacted that require ENG 1060 placement? It has taken 6 years to implement this.
- Senate made the recommendation when enrollment was at its peak; there was a skill-level conversation regarding this topic – decision was based on what is academically best for our students. Enrollment impact is an administrative conversation and not a Senate conversation.
- How many disciplines being asked to be exempt are doing it because they are concerned about enrollment? Disciplines were asked to provide rationale and their rationale addressed skill-level.
- The vast number of courses on the list are vocational courses.
- The ENG dean (Cindy Carbone) has been part of the discussions.
- There are fewer sections of ENG 1060 and 1510 scheduled next year; this is a fair question to forward to administration to ask them to provide data.
- Pending approval by Cabinet, there will be a new placement test for students next year; more students will likely place into ENG 1510.
- A recommendation was made to set-up boot camps before students take placement tests.

MOTION: To approve the “Current List of Courses Requesting to Retain ENG 1060 Placement Prerequisite As of 2/25/16” as presented. Seconded, passed. (Note: The motion was voted on and passed after a quorum was reached).

Shawn Dry thanked the disciplines for working on this list.

6) Standing Committees/Chairs

- *Technology Management/ J. Matteson*
Judy Matteson reported the following:
 - She thanked those that attended the conference on January 29th that focused on ADA compliance; the conference was videotaped and it will be posted on the TMC website (Infomart) with all the other handouts.
 - The committee is working on a technology survey to find out what students are bringing to our classrooms.
 - There were questions regarding the changes made to D2L over the holidays; Tim Sherwood reported that a blanket moratorium for making changes went into effect and Kayla LeBlanc, Academic Dean of Distance Education should be contacted with additional questions.
 - Shawn Dry will make sure the issues from the HL Campus regarding D2L are forwarded to Judy Matteson and the TMC.
- *Academic Planning/ M. K. Thomas*
 - No report; the committee did not meet in February.

- The next meeting is scheduled for March 11, 2016 at DO in the Board Room at 11:30 a.m.
- *Curriculum and Instruction/ M. K. Lawless*
Mary Kay Lawless presented the Consent Agenda.

MOTION: To accept the Consent Agenda. Seconded, passed.

Mary Kay Lawless reported that the committee is still meeting and conducting business.

- *Curriculum Review/ P. Schade*
Peter Schade reported on the activities of CRC as follows:
 - RAD is on the schedule.
 - Sociology and History are pending a CRC vote and have been signed by the Dean and the Associate Vice Chancellor.
 - Robotics and Business conducted their post reviews since our last meeting.
 - Physics post review is scheduled at the end of this month.
 - Collision Auto Repair, Fire Fighter and Theatre have met with their Dean.
- *Student Outcomes Assessment/ C. McKinney*
Carlespie McKinney reported the following:
 - Discussed comparison of OCC's GE outcomes with those of other institutions.
 - Discussed review of GE outcome rubrics (3 -5 yr. cycle).
 - Sought feedback on upcoming survey to determine faculty's input regarding GE outcomes.
 - Discussed upcoming Assessment Day activities; faculty will have the chance to map GE outcomes to common course outcomes.
 - Finalized revised GE outcome philosophy.

7) Ad Hoc Committees/Chairs

- *MTA – Liberal Arts/ S. Dry*
Shawn Dry reported that “Recommendations of the Liberal Arts Degree Committee” are posted on Infomart. He provided a brief overview as follows:
 - Recommendation: Creation of Associate of Arts Degree - Summary provided that includes recommended requirements that conform with MTA, plus electives.
 - Recommendation: Changes to the current Associate in Liberal Arts Degree – Summary provided that includes “Current and “Recommended New” list of requirements that conform with MTA. If the motions are approved by the CAS today, the next step will be to start the curricular process and make changes to these degrees.

Discussion followed:

- This is a very important discussion and attendance at this meeting is always low because it is right before winter break.
- The curriculum procedure involves the campuses and college-wide committees extensively and the entire faculty will be balloted.

- Some senators were skeptical about voting; the Senate will vote on the work of the committee – there will be a full Senate vote on the curricular changes.

MOTION: To postpone any further discussion on this topic until the March CAS meeting. Seconded.

Discussion followed:

- These degrees have already been discussed at the campus senate meetings and the February 12th Discipline Day; there is a lot of work to do if the motions pass. We have a quorum so we should vote and move forward.
- We are almost 2 years into the process; the information has been sent out electronically several times.
- We are running out of time to get this into the 2016 catalog; if approved, the program of study can likely be altered.

The question was called; the motion failed.

- Ken Sigler presented the following motion on behalf of the AH Campus Senate:

MOTION: The Auburn Hills campus moves that the Associate of Arts and Associate in Liberal Arts degree recommendations be modified to state that a student must earn (a) a GPA of 2.0 or higher in each course that satisfies the MTA requirements and (b) a cumulative GPA of 2.0 or higher in all courses that satisfy the degree requirements.

Discussion followed:

- The campus felt the way the GPA is written, it would inhibit transferability of many courses and completeability of these courses; the motion is to alter a specific aspect of both proposals.
- The committee did consider this option; however, they were told it is too difficult to review each course; this would require an extensive degree review.
- The degree audit system could do the review; the larger concern is students would have difficulty determining this on their own.
- If a course is being used to satisfy degree requirements, the student would have to get a C or better in every course they take; students need to get a transferable degree. OCC has no control over what other schools will accept.

Motion Passed

- **MOTION: To approve the creation of the Associate Arts Degree with the new GPA requirements (just passed).**

Discussion followed:

- This is to create a brand new degree; the MTA language is what is stated in the catalog.

- The only difference between the two degrees is 4 courses; is there a need for two liberal arts degree? A suggestion was made to create an MTA certificate that includes these.
- A certificate could be created but a student would not meet financial aid eligibility requirements.
- Is this a viable degree for us to create?
- Every degree requires completion of a one credit PER course and also a POL 1510 requirement; concern was expressed that these requirements have been removed and they have worked for 50 years.
- The only required courses are MTA requirements and the other courses are left completely open for students to select courses that transfer to other institutions; this provides maximum flexibility for students.

MOTION: To alter the Associate of Arts degree by adding a PER requirement and Political Science 1510 requirement. Seconded.

Discussion followed:

- The committee worked on creating this degree and they have rationale for not including these requirements; the focus of this degree is to conform solely with MTA requirements.
- A student could choose to take a Political Science course from the MTA Social Sciences list if that course best meets their needs.
- This degree ensures maximum flexibility; the more courses we require takes away the flexibility from students.
- POL 1510 transfers to every college; adding one course continues our tradition to make students literate in our political world. We need to uphold a moral obligation to our students.

Motion Failed

The question was called; the motion passed.

- **MOTION: To approve the changes to the Associate in Liberal Arts degree with the new GPA requirements (just passed).**

MOTION: To add to the Associate in Liberal Arts degree recommendation a Political Science 1510 requirement. Seconded.

Discussion followed:

- Why is PER still listed as a requirement in the ALA degree; it is not a conforming MTA degree.
- Political Science could be a choice of a Social Science course under Additional required course work, #2.
- If you add a Political Science course, electives are being cut out.
- We have a moral and social obligation to have an educated student body on political issues; this isn't a fair justification.

- The same thing can be said for any course; we are taking away the liberal arts definition.

Motion Failed

The question was called; the motion passed.

Shawn Dry thanked the committee for working on these; he looks forward to hearing the Senate's voice again once they move through the curriculum process.

- *MTA – Business/ T. Hendricks*
Tom Hendricks reported that the curriculum review is done and action strategies are being implemented.
- 8) Administration/C. Maze & T. Sherwood
Tim Sherwood announced the following:
- The Persistence and Completion academy is creating a subcommittee (P & C Engagement) to recommend strategies for classroom faculty; when students are engaged they do better. The members of the subcommittee are: Alfred Defreese; Jeff Farrah; Lori Linden; Hany Othman; Dennis Quist; Dan Rowlson; Julie Seiler; and David Strand.
 - Cathey Maze will be sending out an invitation via e-mail to join the International Taskforce.
 - Have a restful break and come back ready to get to the end of the semester!
- 9) Community Comments
- Commencement will be held on Saturday, May 21st at The Palace of Auburn Hills.
 - Oakland Community College's production of "Elizabeth Rex" opens to the public at the Smith Theatre March 10 – 19; it is produced by the OR Theatre Program, and faculty members Kathryn Stewart and John Mitchell will be part of the cast.
 - The "1940's USO Boogie Woogie Ball" will be held tonight at 6:00 p.m. at the OR Campus, hosted by the Culinary Studies Institute. The event will pay special tribute to all those who fought for freedom during WWII and allow us to look back on that piece of our past.
 - The OCC Forensics Team placed second in the Novice State Championships.
- 10) Adjournment:
Meeting adjourned: 4:55 p.m.

Respectfully submitted,

Vincent Lamb, Secretary

Nancy K. Szabo, Recording Secretary

COLLEGE CURRICULUM / INSTRUCTION COMMITTEE
Academic Senate Consent Agenda
February 25, 2016
Highland Lakes Campus

MINOR COURSE REVISIONS

1. **AET-2010 Solar and Other Renewable Energy Systems:** Change course code to: **HVA-2010**. Courses are equated. Contact Hours: 60 Lecture. Required English Placement Level: ENG-1060. Target date for first offering is Fall 2016.
2. **AET-2120 Solar Energy Systems for Heat and Electricity:** Reactivate course AET-2120. Change course code to: **HVA-2120**. Courses are equated. Contact Hours: 60 Lecture. Required English Placement Level: ENG-1060. Target date for first offering is Fall 2016.
3. **AET-2400 Energy Management:** Change course code to: **HVA-2400**. Courses are equated. Contact Hours: 60 Lecture. Required English Placement Level: ENG-1060. Target date for first offering is Fall 2016.
4. **AET-2510 Direct Digital Controls:** Change course code to: **HVA-2510**. Courses are equated. Contact Hours: 60 Lecture. Required English Placement Level: ENG-1060. Target date for first offering is Fall 2016.
5. **AET-2600 Technical Design for Sustainable Products Presentation:** Change course code to: **HVA-2600**. Courses are equated. Contact Hours: 60 Lecture. Required English Placement Level: ENG-1060. Target date for first offering is Fall 2016.
6. **AET-2720 Retro-commissioning of Commercial Buildings:** Change course code to: **HVA-2720**. Courses are equated. Contact Hours: 45 Lecture. Required English Placement Level: ENG-1060. Target date for first offering is Fall 2016.
7. **ATA-1100 Brake System Service:** Change course code to: **AUT-1100**. Courses are equated. Contact Hours: 45 Lecture, 30 Lab. Required English Placement Level: ENG-1055. Target date for first offering is Fall 2016.
8. **ATA-1200 Front Suspension and Steering Service:** Change course code to: **AUT-1200**. Courses are equated. Contact Hours: 45 Lecture, 30 Lab. Required English Placement Level: ENG-1055. Target date for first offering is Fall 2016.
9. **ATA-1300 Automotive Electrical Systems Servicing:** Change course code to: **AUT-1300**. Courses are equated. Contact Hours: 45 Lecture, 30 Lab. Required English Placement Level: ENG-1055. Target date for first offering is Fall 2016.

10. **ATA-1400 Engine Support Systems Servicing:** Change course code to: **AUT-1400.** Courses are equated. Contact Hours: 45 Lecture, 30 Lab. Required English Placement Level: ENG-1055. Target date for first offering is Fall 2016.
11. **ATA-1500 Engine Tune-Up and Emissions Service:** Change course code to: **AUT-1500.** Courses are equated. Contact Hours: 45 Lecture, 30 Lab. Required English Placement Level: ENG-1055. Target date for first offering is Fall 2016.
12. **ATA-1600 Automatic Transmission Minor Servicing:** Change course code to: **AUT-1600.** Courses are equated. Contact Hours: 45 Lecture, 30 Lab. Required English Placement Level: ENG-1055. Target date for first offering is Fall 2016.
13. **ATA-1700 Manual Transmissions and Rear Axle Servicing:** Change course code to: **AUT-1700.** Courses are equated. Contact Hours: 45 Lecture, 30 Lab. Required English Placement Level: ENG-1055. Target date for first offering is Fall 2016.
14. **ATA-1800 Automotive Air Conditioning and Heating Service:** Change course code to: **AUT-1800.** Courses are equated. Contact Hours: 45 Lecture, 30 Lab. Required English Placement Level: ENG-1055. Target date for first offering is Fall 2016.
15. **ATM-1100 Introduction to Machine Tools:** Change course code to: **MTT-1100.** Courses are equated. Add Recommended Co-requisite: TED-1030. Change course description. Contact Hours: 45 Lecture. Required English Placement Level: ENG-1055. Target date for first offering is Fall 2016.
16. **ATM-1120 Machine Tool Operation I:** Change course code to: **MTT-1200.** Courses are equated. Update prerequisite to: MTT-1100 or consent of instructor. Add Recommended Co-requisite: MSE-1000. Change course description. Contact Hours: 30 Lecture, 30 Lab. Required English Placement Level: ENG-1055. Target date for first offering is Fall 2016.
17. **ATM-1140 Machine Tool Operation II:** Change course code to: **MTT-1300.** Courses are equated. Add prerequisite: MTT-1200. Add Recommended Co-requisite: CAD-1050. Change course description. Contact Hours: 30 Lecture, 30 Lab. Required English Placement Level: ENG-1055. Target date for first offering is Winter 2017.
18. **ATM-1300 Introduction to Numerical Control:** Change course code to: **MTT-2100.** Courses are equated. Change course title to: Introduction to Computer Numerical Control (CNC). Add prerequisite: MTT-1100 or consent of instructor. Add Recommended Co-requisite: CAD-1101. Change course description. Contact Hours: 30 Lecture, 30 Lab. Required English Placement Level: ENG-1055. Target date for first offering is Fall 2016.
19. **ATM-2100 Basic Numerical Control Programming:** Change course code to: **MTT-2200.** Courses are equated. Change course title to: G&M Code CNC Programming. Add prerequisite: MTT-2100 or consent of instructor. Change course description. Contact Hours: 30 Lecture, 30 Lab. Required English Placement Level: ENG-1055. Target date for first offering is Fall 2016.

20. **ATM-2300 Three-Dimensional Contour Machining:** Change course code to: **MTT-2300**. Courses are equated. Change course title to: 2D & 3D Computer Aided Machining. Add prerequisite: MTT-2200 & CAD-1101; or consent of instructor. Change course description. Contact Hours: 45 Lecture, 30 Lab. Required English Placement Level: ENG-1055. Target date for first offering is Fall 2016.
21. **ATW-1120 Introduction to Gas/Arc/MIT/TIG Welding:** Change course code to: **WEL-1000**. Change course title to: Introduction to Welding: Theory and Practice I. Course is equated to ATW-1120 & TEW-1100. Add Recommended Co-Requisite: WEL-1050. Change course description. Contact Hours: 30 Lecture, 30 Lab. Required English Placement Level: ENG-1055. Target date for first offering is Fall 2016.
22. **ATW-8120 Arc Welding: Vertical, Up and Overhead Positions:** Change course code to: **WEL-1330**. Change course title to: Shielded Metal Arc Welding Course is equated to ATW-8120 & APW-8120. Add prerequisite: WEL-1000 & WEL-1100. Change course description. Contact Hours: 15 Lecture, 60 Lab. Required English Placement Level: ENG-1055. Target date for first offering is Winter 2017.
23. **ATW-8220 Advanced Gas Welding Applications: Gas and Plasma Cutting:** Change course code to: **WEL-1200**. Change course title to: Introduction to Oxygen-Fuel Applications. Course is equated to ATW-8220 & APW-8220. Change course description. Contact Hours: 30 Lecture, 30 Lab. Required English Placement Level: ENG-1055. Target date for first offering is Winter 2017.
24. **ATW-8310 Metal Inert Gas Welding (MIG):** Change course code to: **WEL-1310**. Change course title to: Gas Metal & Flux-Cored Arc Welding (GMAW & FCAW). Courses are equated. Add prerequisite: WEL-1000 & WEL-1100. Change course description. Contact Hours: 15 Lecture, 60 Lab. Required English Placement Level: ENG-1055. Target date for first offering is Winter 2017.
25. **ATW-8320 Tungsten Inert Gas Welding (TIG):** Change course code to: **WEL-1320**. Change course title to: Gas Tungsten Arc Welding (GTAW). Courses are equated. Add prerequisite: WEL-1000 & WEL-1100. Change course description. Contact Hours: 15 Lecture, 60 Lab. Required English Placement Level: ENG-1055. Target date for first offering is Winter 2017.
26. **ATW-8410 Pipe Welding: All Positions:** Change course code to: **WEL-2000**. Change course title to: Pipe Layout and Welding. Courses are equated. Change prerequisite to: WEL-1000 & WEL-1100. Change course description. Contact Hours: 30 Lecture, 30 Lab. Required English Placement Level: ENG-1055. Target date for first offering is Fall 2016.
27. **CIS-1500 Introduction to Software Engineering (Java):** Change title to: **Introduction to Programming (Java)**. Change course description. Target date for first offering is Fall 2016.

28. **CNS-1150 Career Planning:** Add prerequisite: Placement into ENG-1060 or higher or placement into ESL-2410 and ESL-2510 or higher. Target date for first offering is Fall 2016.
29. **LIB-2000 Library Technical Services – Acquisitions:** Change title to: **Collection Management.** Required English Placement Level: ENG-1510. Target date for first offering is Fall 2016.
30. **LIB-2100 Library Technical Processes – Cataloging and Processing:** Change title to: **Library Cataloging.** Required English Placement Level: ENG-1510. Target date for first offering is Fall 2016.
31. **MEC-1010 Introduction to Manufacturing Processes:** Change course code to: **MTT-1400.** Courses are equated. Change course title to: Manufacturing Processes. Change prerequisite to: MAT-1100 (or higher); or consent of instructor. Change course description. Contact Hours: 30 Lecture, 30 Lab. Required English Placement Level: ENG-1055. Target date for first offering is Fall 2016.
32. **MUS-1560 Listening to Music: Chant to Jazz:** Change course title to: **Listening to Music: “Classical” to Jazz.** Minor word change in course description. Target date for first offering is Fall 2016.
33. **NNO-1000 Introduction to Nanoscience:** Reactivate course NNO-1000. Change course code to: **MSE-1010.** Change course title to: Introduction to Nanotechnology. Courses are equated. Change course description. Required English Placement Level: ENG-1060. Target date for first offering is Fall 2016.
34. **NNO-1050 Structural Properties of Materials:** Reactivate course NNO-1050. Change course code to: **MSE-1050.** Courses are equated. Change course description. Required English Placement Level: ENG-1060. Target date for first offering is Fall 2016.
35. **NNO-1100 Nanotech Applications - Metals:** Reactivate course NNO-1100. Change course code to: **MSE-1150.** Change course title to: Material Science – Nano Metals. Courses are equated. Change course description. Required English Placement Level: ENG-1060. Target date for first offering is Fall 2016.
36. **SSC-2610 Marriage and Family:** Change course code to: **SOC-2570.** Courses are equated. Minor word change in course description. Contact Hours: 45 Lecture. Required English Placement Level: ENG-1060. Target date for first offering is Fall 2016.
37. **SSC-2710 Mass Media and Society:** Change course code to: **SOC-2580.** Courses are equated. Contact Hours: 45 Lecture. Required English Placement Level: ENG-1060. Target date for first offering is Fall 2016.
38. **TER-1114 Introduction to Refrigeration:** Change course code to: **HVA-1114.** Courses are equated. Contact Hours: 60 Lecture. Required English Placement Level: ENG-1055. Target date for first offering is Fall 2016.

39. **TER-1120 Sheet Metal Layout and Fabrication:** Change course code to: **HVA-1120**. Courses are equated. Contact Hours: 37.5 Lecture, 15 Lab. Required English Placement Level: ENG-1055. Target date for first offering is Fall 2016.
40. **TER-1150 Introduction to Refrigeration:** Change course code to: **HVA-1150**. Courses are equated. Contact Hours: 52.5 Lecture, 15 Lab. Required English Placement Level: ENG-1055. Target date for first offering is Fall 2016.
41. **TER-1210 Domestic and Commercial Refrigeration:** Change course code to: **HVA-1210**. Courses are equated. Contact Hours: 52.5 Lecture, 15 Lab. Required English Placement Level: ENG-1060. Target date for first offering is Fall 2016.
42. **TER-1220 Commercial Refrigeration II:** Change course code to: **HVA-1220**. Courses are equated. Contact Hours: 45 Lecture. Required English Placement Level: ENG-1060. Target date for first offering is Fall 2016.
43. **TER-1310 Heating, Ventilation, Air Conditioning and Refrigeration Design I:** Change course code to: **HVA-1310**. Courses are equated. Contact Hours: 52.5 Lecture, 15 Lab. Required English Placement Level: ENG-1060. Target date for first offering is Fall 2016.
44. **TER-1390 Heating, Ventilation, Air Conditioning and Refrigeration Design II:** Change course code to: **HVA-1390**. Courses are equated. Contact Hours: 52.5 Lecture, 15 Lab. Required English Placement Level: ENG-1060. Target date for first offering is Fall 2016.
45. **TER-1410 Air Conditioning System Testing, Adjustment and Balancing:** Change course code to: **HVA-1410**. Courses are equated. Contact Hours: 52.5 Lecture, 15 Lab. Required English Placement Level: ENG-1060. Target date for first offering is Fall 2016.
46. **TER-1430 Residential and Commercial Control Systems:** Change course code to: **HVA-1430**. Courses are equated. Contact Hours: 52.5 Lecture, 15 Lab. Required English Placement Level: ENG-1060. Target date for first offering is Fall 2016.
47. **TER-1522 Refrigeration Code:** Change course code to: **HVA-1522**. Courses are equated. Contact Hours: 30 Lecture. Required English Placement Level: ENG-1060. Target date for first offering is Fall 2016.
48. **TER-1610 Heating Technology I:** Change course code to: **HVA-1610**. Courses are equated. Contact Hours: 52.5 Lecture, 15 Lab. Required English Placement Level: ENG-1055. Target date for first offering is Fall 2016.
49. **TER-1630 Heating Technology II:** Change course code to: **HVA-1630**. Courses are equated. Contact Hours: 52.5 Lecture, 15 Lab. Required English Placement Level: ENG-1060. Target date for first offering is Fall 2016.
50. **TER-1650 Troubleshooting Air Conditioning:** Change course code to: **HVA-1650**. Courses are equated. Contact Hours: 22.5 Lecture, 15 Lab. Required English Placement Level: ENG-1060. Target date for first offering is Fall 2016.

51. **TER-1700 Heating Regulations:** Change course code to: **HVA-1700.** Courses are equated. Contact Hours: 30 Lecture. Required English Placement Level: ENG-1060. Target date for first offering is Fall 2016.
52. **TER-1800 Advanced Controls:** Change course code to: **HVA-1800.** Courses are equated. Contact Hours: 52.5 Lecture, 15 Lab. Required English Placement Level: ENG-1060. Target date for first offering is Fall 2016.

MAJOR COURSE REVISIONS

1. **MDA-1461 Medical Assisting Practicum I:** Change prerequisite to: MDA-1051, MDA-1055, MDA-1103, MDA-1140, MDA-1200 and MDA-1570 each with a “C” or better; and consent of instructor based upon selection criteria specified in the Medical Assisting Student Handbook. Minor word change in course description. Target date for first offering is Fall 2016.

NEW COURSES

1. **HLS-1007 Transportation and Border Security:** This is a 3-credit course with a UG Group Classification (30 seats). Course is equated to HLS-1021 Special Topics in Homeland Security. Proposed Contact Hours: 45 Lecture. Required English Placement Level: ENG-1060. Target date for first offering is Fall 2016.

DESCRIPTION: This course provides an in-depth view of modern border and transportation security. Specific topics of study will include security for ships and seaports; aircraft and airports; trains, ground transportation, and their related terminals; commercial trucking; pipelines and power transmission; bridges and tunnels; and major border crossing control points. Existing and emergent technologies needed to detect terrorists, their weapons, and inherent vulnerabilities in infrastructure, will be a special emphasis of the course, along with discussion of the legal, economic, political, and cultural aspects of transportation safety and border security.

2. **MTT-2400 Jig & Fixture Assemblies:** This is a 3-credit course with a UG Group Classification (30 seats). Prerequisite: MTT-2300 & CAD-1101; or consent of instructor. Recommended Co-requisite: CAD-2340. Proposed Contact Hours: 30 Lecture, 30 Lab. Required English Placement Level: ENG-1055. There is a \$100 course fee. Target date for first offering is Fall 2016.

DESCRIPTION: This course provides knowledge of jig & fixture assemblies as it relates to the manufacturing industry. The student will develop techniques to design and machine rigid, repeatable, and robust fixturing for holding parts to perform various manufacturing operations. Use of appropriate CNC and manual machining methods will

be used to complete projects. Safety is greatly emphasized and practiced daily. Course/lab fees.

3. **WEL-1050 Defects and Discontinuities in Welding:** This is a 3-credit course with a UG Group Classification (30 seats). Recommended Co-requisite: WEL-1000. Contact Hours: 45 Lecture. Required English Placement Level: ENG-1055. There is a \$120 course fee. Target date for first offering is Fall 2016.

DESCRIPTION: This class will cover the concepts of what makes a weld acceptable or not. Common defects and weld discontinuities will be discussed, along with practical lab demonstrations. Welds will be performed to fail on purpose in order to reinforce the concepts behind the lectures given. Basic troubleshooting of welding techniques will be covered, along with diagnosing common machine/operator errors. Course/lab fees.

4. **WEL-1100 Introduction to Welding: Theory and Practice II:** This is a 3-credit course with a UG Group Classification (30 seats). Prerequisite: WEL-1000. Recommended Co-requisite: WEL-1050. Contact Hours: 30 Lecture, 30 Lab. Required English Placement Level: ENG-1055. There is a \$120 course fee. Target date for first offering is Fall 2016.

DESCRIPTION: Continuing from Introduction to Welding: Theory and Practice I, students will be performing the same welding processes, but in the vertical and overhead positions. In addition to welding performed in the lab, students will gain experience in the OFC, PAC, and CAC-A cutting processes. Lecture topics to include, but not limited to: simple blueprint reading, weld symbols, basic fabrication techniques, and an introduction to metal fabrication equipment used in industry. Course/lab fees.

5. **WEL-2100 Layout Theory and Fabrication:** This is a 3-credit course with a UG Group Classification (30 seats). Prerequisite: WEL-1000 & WEL-1100. Contact Hours: 30 Lecture, 30 Lab. Required English Placement Level: ENG-1055. There is a \$140 course fee. Target date for first offering is Winter 2017.

DESCRIPTION: Students will be introduced to the fabrication techniques found in various industries today. Topics will cover sheet metal, plate, structural steels, and pipe. Lectures will be given, and practical exercises will reinforce those ideas. Projects will consist of group work and individual work, along with an introduction to more complex blueprints and basic shop mathematics. Course/lab fees.

MINOR PROGRAM REVISIONS

1. **AUS.AAS Automobile Servicing Certificate:** Change program code to: **AUT.CT.** Replace ATA courses with newly equated ATA courses. Total number of credits remains at 38. Target date for first offering is Fall 2016.
2. **AUS.CT Automobile Servicing:** Change program code to: **AUT.AAS.** Replace ATA courses with newly equated ATA courses and ATW course with newly equated WEL course. Total number of credits remains at 70. Target date for first offering is Fall 2016.
3. **CIS.WDC.CT Computer Information Systems – Web Developer Certificate:** Remove CIS-2656 Visual Basic Programming (4-cr) and add CIS-2757 C# Programming (4-cr) from the list of required courses. Total number of credits remains at 42. Target date for first offering is Fall 2016.
4. **ENV.AWB.CT Environmental Systems Technology – Building Air and Water Balance/Retro-Commissioning Certificate:** Change program code to: **HVA.AWB.CT.** Change program title to: **HVAC/R Systems Technology – Building Air and Water Balance/Retro-Commissioning.** Replace AET & TER courses with the newly equated HVA courses. Total number of credits remains at 39. Target date for first offering is Fall 2016.
5. **ENV.FAC.AAS Environmental Systems Technology – Facilities Management Option:** Change program code to: **HVA.FAC.AAS.** Change program title to: **HVAC/R Systems Technology – Facilities Management Option.** Replace AET & TER courses with the newly equated HVA courses. Total number of credits remains at 64. Target date for first offering is Fall 2016.
6. **ENV.HVA.AASX Advanced Heating, Ventilation, Air Conditioning and Refrigeration Technician Option:** Change program code to: **HVA.AASX.** Replace AET & TER courses with the newly equated HVA courses. Total number of credits remains at 74. Target date for first offering is Fall 2016.
7. **ENV.HVC.CT Environmental Systems Technology – Air Conditioning Certificate:** Change program code to: **HVA.HVC.CT.** Change program title to: **HVAC/R Systems Technology – Air Conditioning.** Replace AET & TER courses with the newly equated HVA courses. Total number of credits remains at 31. Target date for first offering is Fall 2016.
8. **ENV.HVH.CT Environmental Systems Technology – Heating Certificate:** Change program code to: **HVA.HVH.CT.** Change program title to: **HVAC/R Systems Technology – Heating.** Replace AET & TER courses with the newly equated HVA courses. Total number of credits remains at 29. Target date for first offering is Fall 2016.
9. **ENV.HVR.CT Environmental Systems Technology – Refrigeration Certificate:** Change program code to: **HVA.HVR.CT.** Change program title to: **HVAC/R Systems**

Technology – Refrigeration. Replace AET & TER courses with the newly equated HVA courses. Total number of credits remains at 29. Target date for first offering is Fall 2016.

10. **ENV.HVT.AAS Heating, Ventilation, Air Conditioning and Refrigeration Technician Option:** Change program code to: **HVA.HVT.AAS.** Change program title to: **HVAC/R Systems Technology – Heating, Ventilation, Air Conditioning and Refrigeration Technician Option.** Replace AET & TER courses with the newly equated HVA courses. Total number of credits remains at 70. Target date for first offering is Fall 2016.
11. **ENV.TES.CA Environmental Systems Technology – Alternative Thermal Energy Systems Certificate of Achievement:** Change program code to: **HVA.TES.CA.** Change program title to: **HVAC/R Systems Technology – Alternative Thermal Energy Systems.** Replace AET & TER courses with the newly equated HVA courses. Total number of credits remains at 20. Target date for first offering is Fall 2016.
12. **TSC.AAS Technological Sciences:** Add the following subject codes in the course options: **AUT, HVA, WEL.** Remove the following subject codes in the course options: **AET, ATA, ATM, ATW, ECT, MEC, NNO, QAT, TER.** Total number of credits remains at 62. Target date for first offering is Fall 2016.

MAJOR PROGRAM REVISIONS (5-DAY NOTICE SENT)

1. **EMS.APP / EMS.AAS Emergency Medical Services:** Remove EMS-2700 Advanced Cardiac Life Support (ACLS) Provider (2-cr) from the list of Major Requirements. Reduce total number of required credits from 72 to 70. Target date for first offering is Fall 2016.
2. **EMS.FFP.AASX EMS Fire Fighter/Paramedic Technology:** Remove EMS-2700 Advanced Cardiac Life Support (ACLS) Provider (2-cr) from the list of Major Requirements. Reduce total number of required credits from 75 to 73. Target date for first offering is Fall 2016.
3. **EMS.PAR.CT EMS Paramedic Certificate:** Remove EMS-2700 Advanced Cardiac Life Support (ACLS) Provider (2-cr) from the list of Major Requirements. Reduce total number of required credits from 53 to 51. Target date for first offering is Fall 2016.
4. **MTT.CNC.CT Machine Tool Numerical Control Technology Certificate:** Change program code to: **MTT.CT.** Change program title to: **Machine Tool Technology Certificate.** Changes to Major Requirements: Remove ATM-2200 (3-cr); Add MTT-1100 (3-cr). Changes to Required Supportive Courses: Remove APM-8210 (3-cr), QAT-1040 (3-cr); Add: CAD-1050 (4-cr), WEL-1000 (3-cr). List MAT-1560 (3-cr) as an alternative to APM-8110 (3-cr). Total number of required credits increases from 32 to 33. Target date for first offering is Fall 2016.

5. **MTT.CNC.AAS Machine Tool Numerical Control Technology:** Change program code to: MTT.AAS. Change program title to: Machine Tool Technology. Changes to Major Requirements: Remove ATM-2200 (3-cr); Add MTT-1400 (3-cr), MTT-2400 (3-cr). Changes to Required Supportive Courses: Remove MAT-1150 (4-cr), QAT-1040 (3-cr); Add: CAD-1050 (4-cr), WEL-1000 (3-cr). List MAT-1560 (3-cr) as an alternative to both APM-8110 (3-cr) & APM-8210 (3-cr). List ENG-1510 (3-cr) as an alternative to ENG-1450 (3-cr). Total number of required credits remains unchanged at 62. Target date for first offering is Fall 2016.

6. **WEL.CT Welding Technology Certificate:** Changes from Requirements to Major Requirements: Remove ATW-8110 (3-cr), ATW-8210 (3-cr), MSE-1000 (3-cr); Add WEL-1050 (3-cr), WEL-1100 (3-cr), WEL-2100 (3-cr). Add Required Supportive Courses: MSE-1200 (3-cr), MTT-1100 (3-cr). Total number of required credits increases from 27 to 33. Target date for first offering is Fall 2016