




May 21, 2012

MEMORANDUM

TO: District Board of Trustees
FROM: Jim Murdaugh, President 
SUBJECT: Academic Program and Course Changes for 2012-2013

Item Description

This item presents additional proposed changes in curriculum for 2012-13.

Overview and Background

The Academic Planning Committee reviewed additional proposals for changes to curriculum for next year. The attached recommendations align with state policy, SACS accreditation standards, and the College mission. The Committee presents the attached recommendations to the Board for consideration. The Board has responsibility for approval and discontinuance of courses and programs in accordance with Florida state law.

Past Actions by the Board

The Board approved the majority of curriculum changes for the 2012-13 academic year in April. These are in addition to those. There will also be additional items proposed in the fall for spring implementation.

Funding/Financial Implications

The programs presented here already exist and require no new funding.

Staff Resource

Barbara Sloan

Recommended Action

That the Board approve the recommendation for academic course and program changes for the 2012-2013 academic year as attached.

NEW PROGRAMS

The proposed A.S. in Building Construction Management is replacing the A.A.S. in Construction Engineering Technology. The replacement also allows for the new Certificate in Building Construction Specialist.

Building Construction Management Associate in Science Degree (64 credit hours)

- According to the Florida Department of Economic Opportunity, the state of Florida is projected to have an annual job growth increase of 2.66%. Construction Managers are on the 2012-2013 Target Occupation List for the state of Florida. Florida has an average of 943 positions open annually.

Building Construction Specialist Certificate (18 credit hours)

- According to the Florida Department of Economic Opportunity, the state of Florida is projected to have an annual job growth increase of 2.43%. Construction and Building Inspectors is on the 2012-2013 Target Occupation List for Gadsden, Leon, and Wakulla Counties. Gadsden, Leon, and Wakulla Counties have an average of 283 positions open annually.

PROGRAM DELETIONS

None

PROGRAM CHANGES

AS Degree in Office Administration proposed changes to modify general education offerings as well as update the curriculum based upon recommendations by the Advisory Board. The changes will also allow students to exit with an industry credential, Microsoft Office Specialist Certification, which is more employable. Total credit hours for program completion have not changed.

Add these courses: Any General Education Humanities
Any Second Level General Education English
Any General Education Mathematics
CTS 1220C Microsoft Word
CTS 2261C Microsoft Excel
CTS 2431C Microsoft Access
CTS 1230C Microsoft PowerPoint

Delete these courses: Any General Education Elective
Any General Education Elective
Specific General Education mathematics
OST 1719 Advanced Word Processing

CGS 2100 Microcomputer Applications for Business
CGS 2103 Advanced Microcomputer Applications for Business
One Elective course

Certificate in Office Specialist proposed changes to update the curriculum options based on information provided by the Advisory Board as well. Total credit hours for program completion have not changed.

Add these courses: CTS 1220C Microsoft Word
OST 1324 Business Mathematics
Delete these courses: MNA 2130 Business Communication
OST 1719 Advanced Word Processing

Certificate in Office Support proposed changes to update the curriculum options based on information provided by the Advisory Board as well. Total credit hours for program completion have not changed.

Add these courses: CTS 1220C Microsoft Word
OST 1324 Business Mathematics
Delete these courses: MNA 2130 Business Communication
OST 1718 Word Processing

Certificate in Office Management proposed changes to update the curriculum options based on information provided by the Advisory Board as well. Total credit hours for program completion have not changed.

Add these courses: CTS 1220C Microsoft Word
CTS 2225C Microsoft Excel
CTS 1230C Microsoft PowerPoint
Delete these courses: CGS 2100 Microcomputer Applications for Business
OST 1719 Advanced Word Processing
MNA 2021 Introduction to Management

AS in Radiologic Technology proposed changes to modify general education offerings. Total credit hours for program completion have not changed.

Add these courses: Computer course requirement
Delete these courses: DEP 2004 Human Development

Disability Support Services Program proposed the following:

- Mathematics course substitutions include MAT 1033 (Intermediate Algebra), EME 2040 (Introduction to Technology for Educators), CGS 1060 (Computer and Internet Literacy), any Science course, CGS 2100 (Microcomputer Applications for Business), and PHI 2010 (Philosophy).
- English/Reading course substitutions, there will no longer be course substitutions for ENC 1101 (College Composition). Reasonable accommodations will be made to support students in composition courses.
- Amnesty to be granted for any mathematics course as well as ECO 2013 (Principles of Economics: Macro Economics), ECO 2023 (Principles of Economics: Micro Economics), ACG 2021 (Financial Accounting), ACG 2071 (Managerial Accounting), CGS 2100 (Microcomputer Applications for Business).

NEW COURSES

The proposed new courses are in support of the development of the new programs. The new courses also support proposed changes based upon information provided by advisory boards.

BCT 2721 Construction Management (3)

CTS 1220C Microsoft Word (3)

CTS 1230C Microsoft PowerPoint (3)

COURSE DELETIONS

None

COURSE CHANGES

Based on the program changes above and on review of curriculum content and assessment, the following changes are recommended.

- OST 1718 - Word Processing – Change course name to Document Processing
 - The course deals with crafting complex and professional documents using document processing concepts. Students often confuse the former course name with a variation of a course teaching Microsoft Word.
- OST 1324 – Business Math - Add prerequisite (MAT 0028)
 - Students need to have basic math skills before taking the Business Math course.
- BCN 2272 – Plans Interpretation - Remove prerequisite (EGS 2112C) and corequisite (ETD 2340).
 - No prerequisite and corequisite is needed because course redesign has eliminated the need.

- BCN 2704 – Construction Contracts, Code and Laws - Remove prerequisite (computer proficiency) and revise content based upon advisory board recommendations.
 - No prerequisite is needed because the course does not involve direct computer applications.
- BCN 2705 – Construction Management - Remove prerequisite (computer proficiency)
 - No prerequisite is needed because the course does not involve direct computer applications.
- BCN 2770 – Construction Estimating and Concepts - Replace prerequisite (MAC 1105) with BCT 1001, Applied Trigonometry and remove the corequisite (MAC 2114) and revise content based upon advisory board recommendations.
 - BCT 1001 is a new course which consists of the applied Mathematics that is needed for building construction, drafting and design. Also, BCT 1001 requires the completion of MAC 1105.
- BCN 2405 – Statics and Strength of Materials - Revise content.
 - Course revisions based upon advisory board recommendations.
- BCN 2772 – Construction Estimating II - Revise content.
 - Course revisions based upon advisory board recommendations.