

**QCC Governance Meeting
Committee: Learning Council
Regular Monthly Meeting Minutes
December 9, 2014 at 2:00pm in 107A**

Members Present:

Pat Toney, Jane June, Deborah Coleman, Linda LeFave, Michelle Savrann, Meredith Weston, Meg Yoder, Dadbeh Bigonahy, Carol Murphy, Mary Newman, Charu Trivedi, Jim Brown, Valarie Clemente-Crain, Byron Thomas, Jen Arner Welsh, Leslie Bolinger Horton, Jessica Crowley, Philomena D'Alessandro, Maureen Woolhouse, Clarence Ates, Lisa Palmer, Steve Rayshick, John Stazinski, Kathie Manning, Andrea MacRitchie, Colleen Doherty, Tara Fitzgerald-Jenkins, Daniel de la Torre, Michelle Tufau-Afryie, Susan Mellace,

Members Absent: Kathy Rentsch, Kristy Glover, Brenda Safford, Tetteh Abbeyquaye, Dilip Patel, Renee Gould, Arpi Payaslian, Laraine Sommella, Karen Grant,

Guest Attendees: Michael Gonynor, Robert Recko, Ellen Vangel-Brousseau, Jane Shea, Nancy Schoenfeld, Bob Desilets, Jennifer McKeon, Pamela Fleming

Guest Speakers: Jacob Longacre, Karen Carpenter, Bill McCarthy

The regular monthly meeting of the Learning Council was called to order by the chair, Philomena D'Alessandro, at 2:00pm on Tuesday, December 9, 2014, in room 107A. Leslie Bolinger Horton, note-taker, was present.

School of Business, Engineering & Technology

- Jane June moved to recommend the following **Course Revision Proposal for ACC 231 Computerized Accounting**
Add CIS 111 as a prerequisite.
The motion passed (effective Fall 2015).
- Jane June moved to recommend the following **New Course Proposal for CIS 232 .NET Programming II**
The motion passed (effective Fall 2015).
- Jane June moved to recommend the following **New Course Proposal for ELT 120 Introduction to Photonics**
The motion passed (effective Fall 2015).

- Jane June moved to recommend the following **New Course Proposal for ELT 222 Photonics Technology**
The motion passed (effective Fall 2015).
- Jane June moved to recommend the following **New Degree Program or New Certificate Proposal- Electronics Engineering Technology-Photonics Option, Associate in Science Degree**
The motion passed (effective Fall 2015).
- Jane June moved to recommend the following **Course Revision Proposal for HVC 105 Massachusetts Electrical Code**
Change the prerequisite from HVC 102, Enrollment limited to HVC majors only
to Enrollment limited to HVC majors only, Corequisite: HVC 102
The motion passed (effective Fall 2015).
- Jane June moved to recommend the following **Course Revision Proposal for HVC 106 Comfort Heating Systems**
Change the prerequisite from Enrollment limited to HVC majors only, Coreq: HVC 101
to HVC 101, Enrollment limited to HVC majors only
The motion passed (effective Fall 2015).
- Jane June moved to recommend the following **Degree Program or Certificate Revision Proposal for HVAC Heating Ventilation Air Conditioning Certificate**
Move HVC 106 Comfort Heating Systems from a fall course to a spring course.
Move HVC 105 Massachusetts Electrical Code from a spring course to a fall course
The motion passed (effective Fall 2015).

School of Health Care

- Jane June moved to recommend the following **Degree Program or Certificate Revision Proposal for Allied Dental Services-Health Sciences Option- Associate in Science Degree**
Remove BIO 241 Nutrition and replace with ALH 103 Introduction to Pharmacology in Semester 5.
The motion passed (effective Fall 2015).
- Jane June moved to recommend the following **Course Revision Proposal for MSS 252 Principles of Pharmacology for Medical Assistants**

Change course description

Increase credits from 2 to 3

Remove prerequisite MSS 151 and corequisite MSS 251

Add corequisite MSS 151

The motion passed (effective Summer 2015).

- Jane June moved to recommend the following **Degree Program or Certificate Revision Proposal for the Medical Assisting Certificate**

Create a third semester by requiring ALH 102 to be taken in new Summer Semester I. The current Semesters 1 and 2 will be adjusted to Semesters 2 and 3.

Move the following requirement: BIO 100 or BIO 140, to new Semester 3.

Move MSS 252 to new Semester 2.

Modify MSS 252 course description and increase credits from 2 to 3.

Remove prerequisite MSS 151, remove corequisite MSS 251, and add corequisite MSS 151.

Move PSY 101 to new Semester 2.

Increase Certificate credits from 39 to 40.

The motion passed (effective Summer 2015).

- Jane June moved to recommend the following **Degree Program or Certificate Revision Proposal for the Medical Support Specialist-Medical Assisting Option, Associate in Science Degree**

Create a fifth semester by requiring ALH 102 to be taken in new Summer Semester I. The current Semesters 1-4 will be adjusted to Semesters 2-5.

Move the following requirement: BIO 100 or BIO 140, to new Semester 3.

Move MSS 252 to new Semester 2.

Modify MSS 252 course description and increase credits from 2 to 3.

Remove prerequisite MSS 151, remove corequisite MSS 251, and add corequisite MSS 151.

Move PSY 101 to new Semester 2.

Increase Degree credits from 66 to 67. (A friendly amendment was made to delete the word “certificate” and insert the word “degree.”)

The motion passed (effective Summer 2015).

- Jane June moved to recommend the following **Course Revision Proposal for NUR 100 Paramedic to ADN Bridge**

To change the current course description stating successful completion of this one credit course with C or better to successful completion of this one credit course with a C+ or higher.

To add “passing with a C or higher” to the prerequisites BIO 111 and BIO 112.

The motion passed (effective Summer 2015).

- Jane June moved to recommend the following **Course Revision Proposal for NUR 101 Advanced Placement Nursing I**

To add the following statement to the current course description: Successful completion of this one credit course with a C+ or higher is required.

To add “passing with a C or higher” to the prerequisite BIO 112.

The motion passed (effective Summer 2015).

- Jane June moved to recommend the following **Course Revision Proposal for NUR 103 Current Concepts in Nursing & Healthcare I**

To add the following statement to the current course description: Successful completion of this one credit course with a C+ or higher is required.

To add the prerequisite “passing BIO 111 with a C or higher.”

The motion passed (effective Summer 2015).

- Jane June moved to recommend the following **Course Revision Proposal for NUR 104 Fundamentals of Nursing**

To add the following statement to the current course description: Successful completion of this seven credit course with a C+ or higher is required.

To add the prerequisite “passing BIO 111 with a C or higher.”

The motion passed (effective Summer 2015).

- Jane June moved to recommend the following **Course Revision Proposal for NUR 105 Medical Surgical Nursing I/Maternal Newborn**

To add the prerequisite: A grade of C+ or higher is required in NUR 101, NUR 103 and NUR 104 to the existing prerequisites.

The motion passed (effective Summer 2015).

- Jane June moved to recommend the following **Course Revision Proposal for NUR 201 Medical Surgical Nursing II/Pediatric**

To add the prerequisite: A grade of C+ or higher is required in NUR 105 to the existing prerequisites.

The motion passed (effective Summer 2015).

- Jane June moved to recommend the following **Course Revision Proposal for NUR 202 Advanced Medical Surgical Nursing III/Mental Health**

To add the prerequisite: A grade of C+ or higher is required in NUR 201 to the existing prerequisites.

To add “Successful completion of this ten credit course with a C+ or higher is required” to the current course description.

The motion passed (effective Summer 2015).

- Jane June moved to recommend the following **Course Revision Proposal for NUR 203 Current Concepts in Nursing & Healthcare II**

To add the prerequisite: A grade of C+ or higher is required in NUR 201 to the existing prerequisites.

To add “Successful completion of this two credit course with a C+ or higher is required” to the current course description.

The motion passed (effective Summer 2015).

- Jane June moved to recommend the following **Course Revision Proposal for OTA 103 Group Process and Intervention**

To add PSY 101 Introduction to Psychology as a prerequisite.

The motion passed (effective Spring 2016).

- Jane June moved to recommend the following **Course Revision Proposal for OTA 223 Concepts and Occupational Therapy Intervention with the Physically Challenged**

To add OTA 131 Occupational Therapy: Methods and Modalities I as a prerequisite,

The motion passed (effective Spring 2016).

School of Humanities and Education

- Jane June moved to recommend the following **Course Revision Proposal for ENG 101 English Composition & Literature I**

Change the QCC catalog course title, description, and prerequisite for ENG 101.

A friendly amendment was made to change the first sentence of the proposed course description to say, “In composition I, students write a minimum of four essays in multiple drafts in addition to shorter writing assignments, such as journals or discussion posts, with emphasis on audience awareness; critical thinking and reading; thesis development; organization; and grammatical correctness. Readings from various disciplines provide writing models and material for analysis of ideas. Students also evaluate, incorporate, and document sources from print, Internet, and library databases to support their writing.

Prerequisites: Passing ENG 091 with a grade of C or better; taking the ENG 096 departmental exam and passing ENG 096 with a grade of C or better; or appropriate placement score”

The motion passed (effective Fall 2016).

- Jane June moved to recommend the following **Course Revision Proposal for ENG 102 English Composition & Literature II**

Change the QCC catalog course title and description for ENG 102.

The motion passed (effective Fall 2016).

School of Public Service and Social Sciences

- Leslie Horton moved to recommend the following **Course Revision Proposal for FSC 104 Fire Behavior and Combustion**

Change the prerequisite for FSC 104 from ENG 100 or appropriate placement score to a corequisite of ENG 100 or appropriate placement score.

The motion passed (effective Fall 2015).

- Leslie Horton moved to recommend the following **Course Revision Proposal for FSC 121 Building Construction for Fire Protection**

Change the prerequisite for FSC 121 from ENG 100 or appropriate placement score to a corequisite of ENG 100 or appropriate placement score.

The motion passed (effective Fall 2015).

- Leslie Horton moved to recommend the following **New Course Proposal for CRJ 215 Wrongful Convictions**

After amendment to strike out the prerequisite "ENG 100 or appropriate placement" and insert the prerequisite "ENG 101 or appropriate placement", the motion passed (effective Fall 2015).

Upcoming Meetings

February 10, 2015 at 2:00 in room 107A

Announcements

Upcoming Policies for Review by the Governance Steering Committee

Food Service Policy

Student Action Policy

Personal Care Assistant Policy

Guide to Governance Booklets Distributed

Refer to page 20 on the role of each council member.

Philomena declared the meeting adjourned at 3:00pm

s/ Leslie Bolinger Horton

Note-taker

Date Approved: 12/15/14