

**QCC Governance Meeting
Committee: Learning Council
Regular Monthly Meeting Minutes
December 10, 2013 at 2:00pm in 107A**

Members Present:

Pat Toney, Jane June, Deb Coleman, Linda LeFave, Brenda Marshall, Meg Yoder, Dadbeh Bigonahy, Carol Murphy, Mary Newman, Jim Brown, Eric Mania, Byron Thomas, Ken Wong, Dagne Yesihak, Leslie Bolinger Horton, Jessica Crowley, Philomena D'Alessandro, Dilip Patel, Maureen Woolhouse, Lisa Palmer, Arpi Payaslian, Steve Rayshick, John Stazinski, Kathie Manning, Andrea MacRitchie, Colleen Doherty, Daniel de la Torre, Karen Grant, Linda Grochowalski, Susan Mellace, Judy Colson, Anita Soracco, Mary Bailey, Kathy Rentsch, Clarence Ates, Mishawn Davis-Eyene

Members Absent: Renee Gould, Sheri Boisseau, Meghan Martin, Tara Fitzgerald-Jenkins

Guest Attendees: Jane Shea, Nancy Schoenfeld, Donna Kilgore, Sheila Booth, Dan Daly

Guest Speakers: Jennifer McKeon, Ellen Vangel-Brousseau, Anne Shull, Benjamin Benton, Jean McLean, Hao Loi, Robert Desilets, Charu Trivedi, Betty Lauer, James Heffernan

The regular monthly meeting of the Learning Council was called to order by the chair, Philomena D'Alessandro, at 2:00pm on Tuesday, December 10, 2013, at room 107A. Leslie Bolinger Horton, note-taker, was present.

I. Curriculum: School of Healthcare

- **Degree Program Revision Proposal: Allied Dental Services**

Jane June moved that the following degree revisions be made to the Allied Dental Services- Dental Office Management option:

- **Remove BSL 101 Business Law I in semester 4. Content not used for dental students and ALH 106 provides necessary content.**
- **Require ALH 106 Medical Law and Ethics in 4th semester.**
- **Require CIS 111 Introduction to Microcomputer Applications in 4th semester.**
- **Add ALH 102 Introduction to Medical Terminology to the 4th semester**
- **Remove ALH 107 Medical Coding & Billing as this is redundant to BSS 112 Medical/Dental Billing and Insurance**
- **In semester 1 change the requirement of BIO 100 or BIO 140 to BIO 100**

The motion passed, effective Fall 2014.

- **Course Revision Proposal: Allied Dental Services**

Jane June moved that the following course revision be made to DAS 101 Clinical Science 1:

- **Change co-requisite from BIO 100 or BIO 140, DAS 151 to BIO 100, DAS 151 F**

The motion passed, effective Fall 2014.

- **Course Revision Proposal: Allied Dental Services**

Jane June moved that the following course revision be made to DAS 153 Dental Assisting Clinical Practicum:

- **Change pre-requisite from BIO 100 or BIO 140, DAS 101, DAS 151, DHY 131 to BIO 100, DAS 101, DAS 151, DHY 131**

The motion passed, effective Fall 2014.

- **Course Revision: NUR 101 Advanced Placement Nursing I**

Jane June moved that the following course revision be made to NUR 101 Advanced Placement Nursing I

- **Remove co-requisites for the NUR 101 course: *NUR 103 (credentialed) and NUR 104 (credentialed)*. Change course description to accommodate.**
- **Friendly Amendment: Change prerequisite to BIO 112; PSY 101; NUR 100 or Admission to Advanced Placement Nurse Education LPN to ADN program.**

- **Restriction: This course is restricted to those students who have met admission requirements for the Associate Degree in the Nursing program and *is licensed to practice as a licensed practical nurse (LPN) in the state of Massachusetts.* F**

Ellen Vangel-Brousseau

The motion passed, effective Fall 2014.

- **New Course Proposals: SUR 250 Perioperative Nursing, and SUR 251 Perioperative Nursing Externship**

Deborah Coleman moved that the following two courses be adopted.

- **New course: SUR 250 Perioperative Nursing**
- **New course: SUR 251 Perioperative Nursing Externship**

The motion passed, effective Fall 2014.

- **New Certificate Proposal: Perioperative Nursing Certificate**

Deborah Coleman moved that the following new certificate be adopted.

- **New certificate: Perioperative Nursing Certificate**
 - **Admission requirements: RN with one year clinical experience (minimum of 2000 hours. Verification occurs with a letter from the student's employer).**

The motion passed, effective Fall 2014.

- **New Course Proposal: PNP 200 Practical Nursing II: Medical/Surgical/Mental Health Nursing**

Meg Yoder moved that the following new course be adopted.

- **New course: PNP 200 Practical Nursing II: Medical/Surgical/Mental Health Nursing**

The motion passed, effective Spring 2014.

- **Course Revision Proposal: PNP 210: Nutritional Concepts in Health and Illness**

Meg Yoder moved that the following course revision be made to PNP 210 Nutritional Concepts in Health and Illness

- **PNP 210: Nutritional Concepts in Health and Illness: Change from prerequisite of BIO 100 or BIO 140, PNP 101, PNP 111, co-requisite PNP 201, PNP 204, PNP 222, PNP 233 to prerequisite BIO 100 or BIO 140, PNP 101, PNP 111, PSY 121, co-requisite PNP 200, PNP 222, PNP 233**

The motion passed, effective Spring 2014.

- **Course Revision Proposal: PNP 222: Clinical Pharmacology**

Meg Yoder moved that the following course revision be made to PNP 222 Clinical Pharmacology

- **PNP 222: Clinical Pharmacology: Change from prerequisite of PNP 111, co-requisite PNP 201, PNP 204, PNP 210, PNP 233 to prerequisite PNP 111, co-requisite PNP 200, PNP 210, PNP 233**

The motion passed, effective Spring 2014.

- **Course Revision Proposal: PNP 233: Trends in Practical Nursing**

Meg Yoder moved that the following course revision be made to PNP 233 Trends in Practical Nursing

- **PNP 233: Trends in Practical Nursing: Change from prerequisite of PNP 101, PNP 111, co-requisite PNP 201, PNP 204, PNP 210, PNP 222 to prerequisite of PNP 101, PNP 111, co-requisite PNP 200, PNP 210, PNP 222**

The motion passed, effective Spring 2014.

- **Course Revision Proposal: PNP 202 Practical Nursing III: Pediatric/Maternal/Newborn/ Leadership Management Nursing**

Meg Yoder moved that the following course revision be made to PNP 202 Practical Nursing III: Pediatric/Maternal/Newborn/Leadership Management Nursing

- **Change from pre-requisite of BIO 100 or BIO 140, PNP 101, PNP 111, PNP 201, PNP 204, PNP 210, PNP 222, PNP 253, PSY 101, PSY 121 to pre-requisite of BIO 100 or BIO 140, PNP 200, PNP 210, PNP 222, PNP 233, PSY 121**

The motion passed, effective Summer 2014.

II. Curriculum: School of Humanities and Education

- **New Course Proposal: ESL 155, Advanced Reading/Writing**

Chip Ates moved that the following new course be adopted.

- **New course: ESL 155, Advanced Reading/Writing**

The motion passed, effective Fall 2014.

III. Curriculum: School of Math and Science

- **Course Revision: BIO 231 General Microbiology**

Leslie Bolinger Horton moved that the following course revision be made to BIO 231 General Microbiology:

- **Change the prerequisite for BIO 231 from BIO 101 or BIO 107 to BIO 107.**

The motion passed, effective Fall 2014.

- **Course Revision: BIO 259 Cell Biology**

Leslie Bolinger Horton moved that the following course revision be made to BIO 259 Cell Biology:

- **Change the prerequisite for BIO 259 from BIO 101 or BIO 107 to BIO 107.**

The motion passed, effective Fall 2014.

- **Course Revision: BIO 260 Molecular Biology**

Leslie Bolinger Horton moved that the following course revision be made to BIO 260 Molecular Biology:

- **Change the prerequisite for BIO 260 from BIO 259 to BIO 107.**

The motion passed, effective Fall 2014.

IV. Curriculum: School of Business, Engineering and Technology

- **Certificate Revision: Full charge Bookkeeper Certificate**

Kathy Rentsch moved that the following certificate revision to the Full Charge Bookkeeper Certificate:

- **Add ORT 109 Strategies for College and Career: Career & Academic Planning**
- **Change the number of credits for the certificate from 15 to 16**

The motion passed, effective Fall 2014.

- **New Course Proposals: CSC 108 – Computer Science I, CSC 109- Computer Science II, CSC 212- Software Engineering I**

Kathy Rentsch moved that the following three courses be adopted.

- **CSC 108 – Computer Science I**
- **CSC 109 – Computer Science II**
- **CSC 212 – Software Engineering I**

The motion passed, effective Fall 2014.

- **Course Revision: CSC 211 Programming with Data Structures**

Kathy Rentsch moved that the following course revision be made to CSC 211 Programming with Data Structures:

- **Change the pre-requisite for this course from CSC 207 to CSC 109 or CIS**

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The motion passed, effective Fall 2014.

- **Program Revision Proposal: Computer Science Transfer**

Kathy Rentsch moved that the following program revisions be made to the Computer Science Transfer - Associates Degree:

- **Add CSC-108: Computer Science I to Semester 1**
- **Remove CSC-106 Analytical Thinking with Programming from Semester 1**
- **Add CSC-109: Computer Science II to Semester 2**
- **Remove CSC-107 Programming I from Semester 2**
- **Move CSC-211 Data Structure with Programming from Semester 4 to Semester 3**
- **Remove CSC-207 Object Oriented Programming from Semester 3**
- **Add CSC-212: Software Engineering I to Semester 4**
- **Remove MAT 235 Calculus III from Semester 3**

- **Move Humanities Elective from semester 4 to Semester 3**

The motion passed, effective Fall 2014.

- **Course Revision: CIS 121 Intro. To Programming with C++**

Kathy Rentsch moved that the following course revision be made to CIS 121 Intro to Programming with C++:

- **Modify the co-requisite as read as follows: CIS 111 or CIS 115.**

The motion passed, effective Fall 2014.

- **Course Revision: CIS 134 Web Page Development I**

Kathy Rentsch moved that the following course revisions be made to CIS 134 Web Page Development I:

- **Remove CIS 111 as pre-requisite**
- **Add co-requisites CIS 111 or CIS 115**

The motion passed, effective Fall 2014.

- **Course Revision: CIS 223 Visual Basic I**

Kathy Rentsch moved that the following course revisions be made to CIS 223 Visual Basic I:

- **Retitle the course as follows: .NET Programming I**
- **Add course content**
- **Modify the prerequisites to read as follows: CIS 111 or CIS 115, CIS 121**

The motion passed, effective Fall 2014.

- **Course Revision: CIS 225 Programming C++ II**

Kathy Rentsch moved that the following course revision be made to CIS 225 Programming C++ II:

- **Change the course description**

The motion passed, effective Fall 2014.

- **Course Revision: CIS 228 SQL Programming**

Kathy Rentsch moved that the following course revisions be made to CIS 228 SQL Programming:

- **Remove CIS 121 as prerequisite**
- **Add CIS 105 or CIS 111 or CIS 115 as prerequisites**

The motion passed, effective Fall 2014.

- **Course Revision: CIS 229 PL/SQL Programming**

Kathy Rentsch moved that the following course revision be made to CIS 229 PL/SQL Programming:

- **Remove the prerequisite of CIS 244**

The motion passed, effective Fall 2014.

- **Course Revision: CIS 244 Database Management Concepts**

Kathy Rentsch moved that the following course revisions be made to CIS 244 Database Management Concepts:

- **Change the pre-requisite from CIS 111 or CIS 115 as prerequisites to CIS 105 or CIS 111 or CIS 115 as prerequisites**

The motion passed, effective Fall 2014.

- **Course Revision: CIS 245 Database-Driven Web Pages**

Kathy Rentsch moved that the following course revision be made to CIS 245 Database-Driven Web Pages:

- **Change the prerequisites from CIS 135, CIS 121, CIS 243 to CIS 121, CIS 135 or CIS 141**

- **(PoI: CIS 245 offered in Spring)**

The motion passed, effective Fall 2014.

- **Course Revision: CIS 246 N-Tier Web Applications**

Kathy Rentsch moved that the following course revisions be made to CIS 246 N-Tier Web Applications:

- **Change the name of the CIS 246 to .NET Programming III**
- **Change the prerequisite from CIS 245, CIS 224, CIS 234 to CIS 224 or CIS 232, CIS 234**

The motion passed, effective Fall 2014.

- **Course Revision: CIS 299 Computer Science Cooperative Education**

Kathy Rentsch moved that the following course revisions be made to CIS 299 Computer Science Cooperative Education:

- **Change the title from Computer Science Cooperative Education to: Computer Information Systems Cooperative Education.**
- **Change the prerequisite to Approval of the Program Coordinator or co-requisite: CIS 241.**

The motion passed, effective Fall 2014.

- **New Degree Program Proposal: Computer Information Systems – Health Information Option**

Kathy Rentsch moved that the following new program be approved:

- **CIS - Health Information Option – Associate in Science**

The motion passed, effective Fall 2014.

- **New Degree Program Proposal: CIS Transfer Option**

Kathy Rentsch moved that the following new program be approved:

- **CIS: Transfer Option-** with the following admission criteria:
 - **High school diploma or GED**
 - **Three years of high school English and one year high school algebra, or the QCC equivalent with grades of “C” or higher.**

The motion passed, effective Fall 2014.

● **New Degree Program Proposal: CIS – Web Development & Programming Option**

Kathy Rentsch moved that the following new program be approved:

- **CIS- Web Development & Programming option-** with the following admission criteria:
 - **High school diploma or GED**
 - **Three years of high school English and one year high school algebra, or the QCC equivalent with grades of “C” or higher.**

The motion passed, effective Fall 2014.

● **Program Revision: CIS – Database Option**

Kathy Rentsch moved that the following program revisions be made to the CIS- Database Option degree:

- **Insert a new Semester 3 (Summer)**
- **Rename Fall Semester 3 as Semester 4 and Spring Semester 4 as Semester 5 (respectively)**
- **Move HUM 142 from previous Semester 4 to new Semester 3**
- **Move CIS 141 from Semester 2 to new Semester 3**
- **Replace CIS 224 with new course CIS 232 .NET Programming II**

The motion passed, effective Fall 2014.

● **Course Revision: CSC 105 IT Help Desk Concepts**

Kathy Rentsch moved that the following course revision be made to CSC 105 IT Help Desk Concepts:

- **Remove prerequisite of CSC 141 Windows Client Operating Systems**

The motion passed, effective Fall 2014.

- **Course Revision: CSC 141 Windows Client Operating Systems**

Kathy Rentsch moved that the following course revision be made to CSC 141 Windows Client Operating Systems:

- **Change the course description**

The motion passed, effective Fall 2014.

- **Course Revision: CSC 201 Systems Programming**

Kathy Rentsch moved that the following course revision be made to CSC 201 Systems Programming:

- **Rename course from Systems Programming to Systems Programming and Scripting**

The motion passed, effective Fall 2014.

- **Course Revision: CSC 210 Storage Technologies**

Kathy Rentsch moved that the following course revisions be made to CSC 210 Storage Technologies:

- **Change course description**
- **Change prerequisite from ENG 100 to ENG 091 AND ENG 096 with a grade of “C” or higher, or appropriate placement score**
- **Remove required lab component that results in change in course credits (from 4 credits to 3 credits).**

The motion passed, effective Fall 2014.

- **Course Revisions: CSC 233 Computer Hardware and Support, CSC 234 Network Technologies, CSC 241 Windows Server Operating Systems**

Kathy Rentsch moved that the course descriptions be changed to the descriptions in the proposals for the following courses:

- **CSC 233 Computer Hardware and Support**
- **CSC 234 Network Technologies**
- **CSC 241 Windows Server Operating Systems**

The motion passed, effective Fall 2014.

- **Course Revision: CST 205 IT Security Foundations**

Kathy Rentsch moved that the following course revisions be made to CST 205 IT Security Foundations:

- **Change name from IT Security to IT Security Foundations**
- **Change course description**

The motion passed, effective Fall 2014.

- **Course Revision: CST 206 Computer Forensics**

Kathy Rentsch moved that the course description be changed to the descriptions in the proposal for the course CST 206 Computer Forensics.

- **Change course description**

The motion passed, effective Fall 2014.

- **Course Revision: CST 207 Telecommunications in Business**

Kathy Rentsch moved that the following course revisions be made to CST 207 Telecommunications in Business:

- **Change course description be changed to the description in the proposal**

- Change prerequisite from ENG 100 to ENG 091 AND ENG 096 with a grade of “C” or higher, or appropriate placement score

The motion passed, effective Fall 2014.

- **Course Revision: CST 238 Enterprise Networking and Application Infrastructure**

Kathy Rentsch moved that the following course revisions be made to CST 238 Enterprise Networking and Application Infrastructure:

- Change lecture component of course from 3 lecture hours to 2 lecture hours which results in change in course credits (from 4 credits to 3 credits).

The motion passed, effective Fall 2014.

- **Course Revision: CST 240 Routing Technologies, CST 245 Unix Operating Systems I**

Kathy Rentsch moved that the course descriptions be changed to the descriptions in the proposals for the following courses:

- **CST 240 Routing Technologies**
- **CST 245 Unix Operating Systems I**

The motion passed, effective Fall 2014.

- **New Course Proposal: CSC 140 Mobile Operating Systems**

Kathy Rentsch moved that the following new course be adopted:

- **CSC 140 Mobile Operating Systems**

The motion passed, effective Fall 2014.

- **Degree Program Revision Proposal: Computer Systems Engineering Technology**

Kathy Rentsch moved that the following degree revisions be made to the Computer Systems Engineering Technology program

- **In Semester 1: Change ENG 101 English Composition & Literature I to ENG 100 Introduction to English Composition or ENG 101 English Composition & Literature I**
- **Semester 2: Change ENG 102 English Composition & Literature II to ENG 101 English Composition & Literature I or ENG 102 English Composition & Literature II**
- **Move CSC 105 IT Help Desk Concepts from semester 2 to semester 1**
- **Move Math Elective from semester 3 to Semester 2**
- **Semester 3: Add required 2 (out of 5) CSET Electives (1 credit hour) courses:**
 - **a. CST 250 – Web Server Administration**
 - **b. CST 251 – SQL Server Administration**
 - **c. CST 252 – Exchange Server Administration**
 - **d. CST 253 – Lync Server Administration (New Course Proposal)**
 - **e. CST 254 – SharePoint Server Administration (New Course Proposal)**
- **Semester 3, Change ENG 205 Technical and Workplace Writing to Liberal Arts Elective**

The motion passed, effective Fall 2014.

- **Degree Program Revision Proposal: Computer Systems Engineering Technology – Forensics Option**

Kathy Rentsch moved that the following degree revisions be made to the Computer Systems Engineering Technology -Forensics Option

- **Semester 1: Remove CIS 111 Introduction to Microcomputer Applications**

- **Semester 1: Remove CIS 115 Introduction to Computer Applications in Telecommunications**
- **Semester 1: Change ENG 101 English Composition & Literature I to ENG 100 Introduction to English Composition or ENG 101 English Composition & Literature I**
- **Semester 2: move BSL 103 E-Business Law & Ethics to Semester 1**
- **Semester 2: Change ENG 102 English Composition & Literature II to ENG 101 English Composition & Literature I or ENG 102 English Composition & Literature II**
- **Semester 3: Remove CST 235 Network Infrastructure Management**
- **Semester 3: Change ENG 205 Technical and Workplace Writing to Liberal Arts Elective**
- **Semester 4: Remove CST 240 Routing Technologies**

The motion passed, effective Fall 2014.

- **New Certificate Proposals: Computer Systems Engineering Technology / Help Desk Technician Certificate; Computer Systems Engineering Technology / Network Technician Certificate**

Kathy Rentsch moved that the following two Computer Systems Engineering Technology certificates be approved:

- **Help Desk Technician Certificate**
- **Create Network Technician Certificate**

The motion passed, effective Fall 2014.

- **Certificate Revision: Computer Systems Engineering Technology\ Cyber Security Certificate**

Kathy Rentsch moved that the following revisions be made to the Computer Systems Engineering Technology\ Cyber Security Certificate:

- **Semester 2: Remove CSC 241 Windows Server Operating System**
- **Semester 2: Add CST 208 Security Threats, Vulnerabilities and Countermeasures**

The motion passed, effective Fall 2014.

- **Certificate Revision: Computer Systems Engineering Technology\ Network Associate Certificate**

Kathy Rentsch moved that the following revisions be made to the Computer Systems Engineering Technology\ Network Associate Certificate:

- **Semester 2: Add new CST 253 Lync Server Administration (New, Spring 2015)**

The motion passed, effective Fall 2014.

- **Certificate Revision: Computer Systems Engineering Technology\ Network Professional Certificate**

Kathy Rentsch moved that the following revisions be made to the Computer Systems Engineering Technology\ Network Professional Certificate:

- **Semester 1: Remove existing CIS 115 Introduction to Computer Applications in Telecommunications as option in this certificate.**
- **Semester 2: Add new CST 253 Lync Server Administration (New, Spring 2015) course**

The motion passed, effective Fall 2014.

- **Certificate Revision: Computer Systems Engineering Technology\ Personal Computer Specialist Certificate**

Kathy Rentsch moved that the following revisions be made to the Computer Systems Engineering Technology\ Personal Computer Specialist Certificate:

- Semester 1: Add new CSC 140 Mobile Operating Systems course (New, Fall 2014)
- Semester 1: Remove existing CIS 115 Introduction to Computer Applications in Telecommunications as option in this certificate.
- Move CSC 105 IT Help Desk Concepts from Semester 2 to Semester 1.
- Move CST 245 UNIX Operating Systems from Semester 1 to Semester 2.

The motion passed, effective Fall 2014.

- **Certificate Revision: Computer Systems Engineering Technology\ Unix Systems Administrator Certificate**

Kathy Rentsch moved that the following revisions be made to the Computer Systems Engineering Technology\ Unix Systems Administrator Certificate:

- Add CSC 140 Mobile Operating Systems course (New, Fall 2014) in Semester 1.

The motion passed, effective Fall 2014.

- **Certificate Revision: Computer Systems Engineering Technology\ Windows Systems Administrator Certificate**

Kathy Rentsch moved that the following revisions be made to the Computer Systems Engineering Technology\ Windows Systems Administrator Certificate:

- Semester 1: Add new CSC 140 Mobile Operating Systems (New, Fall 2014).
- Semester 1: Remove CSC 233 Computer Hardware and Support.
- Semester 2: Add new CST 253 Lync Server Administration (New, Spring 2015).
- Semester 2: Add new CST 254 SharePoint Server Administration (New, Spring 2015).

The motion passed, effective Fall 2014.

- **New Course Proposals: ELM 258 Mechatronic Systems; ELM 260 Industrial Robotics**

Kathy Rentsch moved that the following two new courses be adopted:

- **ELM 258 Mechatronic Systems**
- **ELM 260 Industrial Robotics**

The motion passed, effective Fall 2014.

- **Degree Program Revision Proposal: Electronics Technology - Associate in Science**

Kathy Rentsch moved that the following revisions be made to the Electronics Technology - Associate in Science degree:

- **Change program name to Electronics Engineering Technology.**
- **Remove Electronics Technician Option.**
- **Revise Biomedical Instrumentation Option.**
- **a. Remove ENG 101 from semester 1.**
- **b. Add ENG 100 or ENG 101 to semester 1 - with note strongly advising students who are planning to continue toward a Bachelor's degree to take ENG 101.**
- **c. Remove ENG 102 from semester 2.**
- **d. Add ENG 101 or ENG 102 to semester 3 - with note strongly advising students who are planning to continue toward a Bachelor's degree to take ENG 102.**
- **e. Remove ELT 299 CO-OP from semester 3.**
- **f. Remove BIO 101 from semester 3.**
- **g. Remove Social Science elective from semester 3.**

- h. Add “Elective: 200-Level ELT or ELM course” to semester 3.
- i. Remove BIO 100 or BIO 140 from semester 4.
- j. Add BIO 100 to semester 4.
- k. Remove Physics II from semester 4.
- l. Remove Humanities Elective from semester 4.
- m. Add Social Science Elective to semester 4.
- n. Add ELT 299 CO-OP to semester 4.
- o. Add ELM 258 Mechatronic Systems (new course) to semester 4.
- **Friendly Amendment: (PoI) Add Mechatronics Option (NOTE: There is a separate governance form detailing this new program option. Refer to: New Degree Program (Option) Proposal – Electronics Engineering Technology – Mechatronics Option**

The motion passed, effective Fall 2014.

- **New Degree : Electronics Engineering Technology – Mechatronics Option, AS Degree**

Kathy Rentsch moved that the following changes be made to the Electronics Technology - Associate in Science degree:

- **Create Mechatronics Option for Electronics Engineering Technology (which is currently Electromechanical Technology – Career Option)**
- **Friendly Amendment: Close the Electromechanical Technology AS Degree Program (EPTR & EPCA).**

The motion passed, effective Fall 2014.

- **Degree Closure: Telecommunications Technology Associate in Applied Science**

Kathy Rentsch moved to

- **Close the Telecommunications Technology AAS degree program**

The motion passed, effective Fall 2014.

- **Certificate Revision: Electronics Technology Certificate**

Kathy Rentsch moved that the following changes be made to the Electronics Technology Certificate:

- **Remove ENG 101 from Semester 1**
- **Add ENG 100 or ENG 101 to Semester 1**
- **Add ENG 101 or ENG 102 to Semester 2**

The motion passed, effective Fall 2014.

- **Course Revisions: ELT 103 Electronics I**

Kathy Rentsch moved that the following course revisions be made to ELT 103 Electronics I:

- **Change English pre-requisite from ENG 100 to ENG 091 and ENG 096 with a grade of “C” or higher, or appropriate placement score.**
- **Change Math pre-requisite from MAT 099 to MAT 095 or appropriate placement score.**

The motion passed, effective Fall 2014.

- **Course Revision: ELT 121 Digital Computer Circuits**

Kathy Rentsch moved that the following course revisions be made to ELT 121 Digital Computer Circuits:

- **Change English pre-requisite from ENG 100 to ENG 091 and ENG 096 with a grade of “C” or higher, or appropriate placement score.**
- **Change Math pre-requisite from MAT 099 to MAT 095 or appropriate placement score.**

The motion passed, effective Fall 2014.

Review of Children on Campus Policy

Dadbeh Bigonahy moved to accept the comment change to the last bullet in the Children on Campus Policy:

Philomena D'Alessandro reported that she received a comment to change the last bullet in the Children on Campus Policy to the following:

The staff in the Quinsigamond Children's School supervise only children who are enrolled in the Child Care program.

The motion passed.

Review of Proposed Workplace Bullying Policy

Philomena D'Alessandro reported that she received a comment to add in written abuse, especially via electronic media, e-mail, etc., whenever the policy lists examples of bullying

Philomena D'Alessandro will pass along the comments.

Philomena announced that the next meeting would be on February 11, at 2:00pm, in room 107A, and declared the meeting adjourned at 3:43pm.

s/ Leslie Bolinger Horton
Note-taker

Date Approved: 12/13/13