

CURRICULUM COMMITTEE
Approved November 2, 2017

Members Present: Dr. Chris Arra, Ms. Aida Brhane, Dr. Nathan Carter, Mr. Paul Chapman, Ms. Mary Charleza, Mr. Andrew Cornell, Ms. Carolyn Davis, Dr. Maggie Emblom-Callahan, Dr. Pamela Hilbert, Ms. Mitra Jahangeri, Mr. Frederick Markham, Dr. Jimmie McClellan, Dr. Mary Mosely, Dr. Diane Mucci, Ms. Esther Perantoni, Dr. Sheri Robertson, Ms. Maryellen Ryan, Mr. Bernard Schmidt, Mr. Fernando Seminario and Dr. John Sound.

Members Absent: Dr. Julie Leidig and Dr. Mel Schiavelli.

Guests: Dr. Tregel Cockburn, Dr. Megan Cook, Ms. Karen Gordon, Ms. Frankie Harris-Lyne, Ms. Barbara Hopkins, Ms. Laura Jacyna, Ms. Sharon Karkehabadi, Ms. Amy Nearman, Dr. Willie Pomeroy, Ms. Chris Silva, and Dr. Robert Wade.

Minutes of the September 2017 Meeting

Minutes of the September 28, 2017 meeting were approved as distributed. Dr. Robertson provided an update on the status of previously approved items.

Medical Laboratory Assistant Career Studies Certificate

With the support of Provost Andrew Cornell, Dean Robert Wade, and Ms. Frankie Harris-Lyne (MDL retired), Ms. Karen Gordon (MLT, MEC) presented a proposal to offer a Medical Laboratory Assistant career studies certificate. She explained that with automation, employees with lower levels of education can perform tasks that previously required a degree. The proposed program would be part of a career and education pathway that would begin with our Phlebotomy career studies certificate and working as a phlebotomist, progress through the Medical Laboratory Assistant career studies certificate and working as an assistant, culminating with completion of the Medical Laboratory Technology AAS and working as a certified MLT.

The Medical Laboratory Technology program's affiliates have requested the new program. At present, they do their own training. However, this is expensive for the affiliates and the training is not portable if the technician moves to another position.

Most resources are already covered since the career studies certificate would be under the AAS umbrella, using current faculty, facilities and equipment. Another adjunct or two may be needed to teach the labs, but the additional enrollment in the lecture portion of the courses will help cover the cost.

The Curriculum Committee approved the proposal to establish a Medical Laboratory Assistant career studies certificate, to be effective Summer 2018.

Occupational Therapy Assistant AAS Revision

Provost Cornell recognized Dr. Megan Cook (OTA, MEC) for her hard work to assist Tidewater Community College. Dr. Cook is an outstanding example of a faculty member who is willing to share her time and expertise to help others.

Dr. Cook stated that the Occupational Therapy Assistant (OTA) faculty and their advisory committee recommend removing PED 116 from the OTA AAS curriculum. The OTA program embeds wellness activities and concepts across the curriculum. Removing PED 116 will reduce the total credits required for graduation from 70 to 69.

The Curriculum Committee approved the proposal to remove PED 116 from the OTA AAS curriculum, to be effective Fall 2018.

Veterinary Technology AAS Revision

With the support of Ms. Laura Jacyna (associate dean, LO), Dr. Tregel Cockburn (VET, LO) presented a proposal to remove PED 116 from the Veterinary Technology AAS curriculum. The faculty and their advisory committee recommend this change in order to maintain the total number of credits required at 68. She explained how wellness concepts and activities are incorporated into VET courses. This will allow the program to use one of the new math courses, the 3-credit MTH 133 Mathematics for Health Professionals, to replace the current 2-credit MTH 126 Mathematics for Allied Health, without increasing the total credits required for graduation.

The committee asked about the BIO 195 course currently in the curriculum. Dr. Mucci reported that the Biology cluster has approved the course. The committee also recommended, and Dr. Cockburn agreed, that CHM 121 be removed from the footnote listing CHM elective choices; CHM 121 is no longer offered at NOVA.

There was much discussion of the proposed revised order of courses, which needs to be made very clear in the curriculum layout.

The Curriculum Committee approved removing PED 116 from the Veterinary Technology AAS curriculum, effective Fall 2018.

Enforcement of Co- and Prerequisites

Ms. Barbara Hopkins (interim coordinator for curriculum development, CS) presented a proposal to computer-enforce corequisites and prerequisites. She explained that although some co- and prerequisites are already enforced, many are not. Those that are not computer-enforced are enforced by some campuses and not others. Ms. Amy Nearman (director of dual enrollment, CS) noted that this affects dual enrollment students among others; it is difficult to explain to our school partners why students in courses sponsored by some campuses can dual enroll without the stated prerequisites while students in the same courses sponsored by other campuses cannot.

Ms. Davis stated that computer-enforcing prerequisites will create more work for deans and assistant deans who must approve waivers of prerequisites. This will be especially true at the Loudoun Campus, which is in the IT corridor and so has many IT students who have relevant experience but not prerequisite courses. Mr. Schmidt said that at Manassas Campus, not many students would be eligible for a waiver and that some Cybersecurity ITN courses truly need the stated prerequisites.

Dr. McClellan recommended that when prerequisites are computer-enforced the programming should not allow students to drop the co- or prerequisite course and remain in the dependent course.

Dr. Robertson explained that a decision on this policy needs to be made soon because a great deal of SIS programming must be done prior to the April 2018 Advising Week and registration. The Curriculum Committee approved the following recommendations:

- Ask all disciplines to review the pre- and co-requisites currently listed in the catalog for all of their courses. Discipline chairs, through coordinating deans and provosts, should propose removal of any pre- and co-requisites that the faculty do not want to have computer enforced. Because SIS programming has to be completed in January to implement changes in time for Fall 2018 registration, any changes must be reported to the Office of Academic Affairs before Winter Break. Faculty should also be reminded that we cannot remove requisites that are included in the VCCS Master Course File

descriptions for the courses we offer, but any imposed by NOVA may be removed at our discretion. Dr. Robertson will contact the provosts and academic deans immediately to request their help with this effort.

- Computer-enforce all co- and prerequisites effective for Fall 2018 registration. Encourage deans and their designees to continue to grant waivers based on individual students' preparation, considering a waiver as an exception, not the rule. The justification should be noted in Student Groups in SIS.

Changes Recommended for All Transfer Degrees

Now that pathways have been developed for the transfer degrees and their specializations, it has become apparent that some changes should be considered across the board for all transfer programs. These include removing PED, requiring a small set of oral communication choices, including Spanish for Heritage Speakers I-II as a choice for meeting intermediate world language requirements, including both SDV 100 and 101 as choices for student development, and including ENG 112 and 125 as options for the second semester of college composition. This discussion item will be brought to the December meeting as an action item.