

CURRICULUM COMMITTEE
Approved December 7, 2017

Members Present: 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, Dr. Julie Leidig, Mr. Frederick Markham, Dr. Jimmie McClellan, Dr. Mary Mosely, Dr. Diane Mucci, Ms. Esther Perantoni, Dr. Sheri Robertson, Ms. Maryellen Ryan, Dr. Mel Schiavelli, Mr. Bernard Schmidt, and Dr. John Sound.

Members Absent: Dr. Chris Arra and Mr. Fernando Seminario.

Guests Present: Dr. Ivy Beringer, Dr. Barbara Canfield, Ms. Vaden Fitton, Dr. Kat Hitchcock, Ms. Barbara Hopkins, Ms. Susan Johnson, Dr. Chad Knights, Mr. Jonathan Kolm, Dr. Kathleen Ludlow, Dr. Amy Richardson, Ms. Mary Ann Schmitt, Dr. Christine Schull, Ms. Jennifer Sovine, Dr. Alison Thimblin, Dr. Mary Vander Maten, Mr. Jeffrey Vetrano, Dr. Robert Wade, Dr. Bruce Wahl. Ms. Bobbie Gershman and Dr. Camisha Parker participated by phone.

Minutes of the November 2017 Meeting

Minutes of the November 2, 2017 meeting approved as distributed. Dr. Robertson provided an update on the status of previously approved items.

Accounting Program Revisions

Dr. Barb Canfield (Dean, LO) noted that this proposal grew out of pathway discussions. All proposed revisions are approved by the Accounting Advisory Committee. Dr. Canfield stated that with the proposed revisions, the careerstudies certificate's first and second semesters are the same as for the AAS.

Ms. Bobbie Gershman (ACC, WO) presented the Accounting faculty's proposal to revise the Accounting AAS and CSC and the related Bookkeeping certificate. Designed to improve the curricular pathways, the changes also make the CSC the same as the first two semesters of the AAS. ENG 112 is moved to the third semester of the AAS since it is not part of the CSC. The revisions replace electives with requirements, remove course choices that are not taught on all campuses and are more applicable to employers' needs.

Changes to the Accounting AAS include removing 2 credits of PED, replacing the humanities/fine arts elective with PHI 220 Ethics, replacing the social science elective with ECO 120 Survey of Economics, and replacing the ACC elective with ACC 215 Computerized Accounting. In addition, BUS 226 is removed as an alternative to ITE 115 because BUS 226 is not offered on all campuses with the program. BUS 125 Applied Business Math is replaced with ITE 140 Spreadsheet Software as being less redundant and more essential in this field; the course is also required in the Bookkeeping certificate, so adding it to the AAS makes the certificate stackable. The faculty also designated the future math course as MTH 154 Quantitative Reasoning.

Dr. Carter questioned the removal of CST 110 Introduction to Communication as an option to CST 227 Business and Professional Communication. He explained that CST 227, which the faculty had proposed as the only CST choice, is more about interviewing skills than about oral communication for business in general. He also noted that CST 110 is more readily available than CST 227. The accountants agreed to retain both courses.

The Bookkeeping certificate would be revised to remove BUS 125 (which as noted earlier would be removed from the degree) and add CST 227. As with the AAS, the new math course will be MTH 154.

Ms. Gershman explained that the Accounting career studies certificate would be revised to improve stackability, reduce the number of semesters from three to two, to replace the ENG/CST elective with ENG 111, and to improve the descriptive comments preceding the curriculum layout.

The Curriculum Committee approved the proposal as modified to continue to allow CST 110 or CST 227 as options.

Math Requirements in NOVA Programs Starting Fall 2018

Ms. Vaden Fitton (MTH, AL), Dr. Alison Thimblin (acting AVP), Dr. Camisha Parker (acting dean for math, WO), Mr. Jeffrey Vetrano (MTH, AN) and Dr. Bruce Wahl (MTH, AL) presented the Math faculty's recommendations related to the completely new set of math courses to be offered beginning in Fall 2018. They worked with the deans and program faculty to determine the best new math courses to meet program requirements and course prerequisites, beginning by suggesting courses. Dr. Robertson asked the programs to consider the recommendations at the Fall 2017 cluster meetings and indicated that a failure to respond would be considered acceptance of the math faculty's recommendations. Most clusters responded. Mr. Cornell stated that programs at the Medical Education Campus that did not respond will follow the math faculty's recommendations.

Mr. Vetrano explained that some universities including George Mason that accepted MTH 157 will not accept new MTH 155 because it is seen as less rigorous. Faculty are waiting to see if Mason will accept the new finite math course required for the Psychology specialization of the Social Sciences AS.

The committee discussed the potential need to email students who fail courses such as MTH 173 since they will not be able to replace this grade beyond Fall 2018 (because MTH 263 is fewer credits). One solution may be to have a liaison on each campus who can answer questions and give workshops or forums about dealing with the change in the math offerings.

The Math faculty recommended approval of the following:

- Revise programs to include the recommended new math courses for use by each program. Note that new MTH 155 transfers to Mason as an elective, but is fine for use in non-transfer programs.
- Use virtually identical new courses to replace old courses for purposes of GPA calculations and course repeats.
- Use designated new courses to substitute for old courses in both old and new catalogs. In some cases, a pair of new courses would substitute for a pair of old courses.
- Implement the new list of course prerequisites.
- Where no new equivalent course will exist, offer old courses for one semester so students can re-take the course for GPA improvement. However, make it clear in the Schedule that the courses WILL NOT be repeated.

The Curriculum Committee approved each of the above-listed recommendations.

NOVA has a policy that allows students to repeat a course. However, a large number of popular courses will be discontinued in 2018-19 so students will not be able to repeat them. This has SAP and scholarship implications. The Curriculum Committee recommended appointing a task force to study the issue and make policy recommendations related to it.

Move Massage Therapy CSC from WO to MEC

With the support of Mr. Cornell, Dr. Parker, and Dr. Robert Wade (acting dean, MEC), Ms. Jennifer Sovine (Massage Therapy, WO) presented the Massage Therapy faculty's proposal to move the program from the

Woodbridge Campus, where it originated, to the Medical Education Campus, which offers health-related programs. In addition, the more central location may increase enrollment. The change entails moving the faculty member, equipment and supplies. Both campuses support the move.

The Curriculum Committee approved the recommendation to move the Massage Therapy program to the Medical Education Campus effective Fall 2018.

Engineering AS Revisions

Dr. Emblom-Callahan, Dr. Chad Knights (special assistant), Dr. Amy Richardson (EGR, AL) and Dr. Mary Vander Maten (acting dean, AN) presented the Engineering faculty's proposal to revise the Engineering AS curriculum. These changes, agreed upon after discussions with the ADVANCE Engineering working group, math faculty, and Virginia Tech engineering faculty, are designed to improve transferability and degree completion. Because the senior institutions' general education and program-specific requirements differ significantly, it is necessary to offer some elective choices. PED 116, CHM 111, and one General Education Elective credit would be removed, while MTH 267 Differential Equations would be added. EGR 126/240/245 and 246 will be replaced with Engineering Electives to allow for maximum transfer to the increasing number of engineering disciplines. There are 6 different engineering disciplines at George Mason University and 14 at Virginia Tech. The courses needed to complete the first two years of these disciplines at our transfer partners vary widely. Total credits would range from 64 to 69 depending upon the combination of courses selected.

It was noted that a dormant proposal for EGR 2xx Engineering Design Concepts should be reactivated and completed promptly.

The Curriculum Committee approved the proposed revisions to the Engineering AS curriculum.

Early Childhood Development Program Revisions

As part of a state-wide effort to improve transfer, the Early Childhood Education faculty propose revisions to the Early Childhood Development AAS. Dr. Ivy Beringer (dean, AL), Dr. Christine Schull (CHD, AL), Dr. Kathleen Ludlow (CHD, MA) and Ms. Susan Johnson (CHD, LO) presented the proposal, which is based on VCCS-wide recommendations made by a state-wide work group. The group included representatives of 6 VCCS colleges (Dr. Schull represented NOVA), Mason, JMU, ODU, VCU and Longwood U as well as representatives of SCHEV, VCCS and VDOE. CHD 119, CHD 215, CHD 298, CST 110 and PSY 235 will be removed from the program. PSY 230 and EDU 200 will be added. MTH 154 and BIO 101 will both be required rather than allowing students to choose math or science. ENG 250 will be required instead of a humanities elective and HIS 121 or 122 will replace the social science elective. The revisions decrease the total credits required for graduation from 64-65 to 62.

To address concerns about removing the oral communication requirement, CST 110, faculty will make sure that oral communication objectives are included in course content summaries and clearly standard across all courses for all campuses. Dr. Ludlow explained that the program recently received great praise by their accrediting body, NAEYC, whose standards include communication skills which must be demonstrated.

The addition of EDU 200 to the AAS may increase total enrollment in that course, which has a required field placement that must be identified and coordinated by an EDU faculty member. The current lead EDU faculty member was involved in the Early Childhood discussions and is aware of the potential increase.

The Curriculum Committee approved the proposed revisions to the Early Childhood Development AAS.

Music AFA Proposal

With the support of Dr. McClellan and Dr. Kat Hitchcock (dean, LO), Dr. Jonathan Kolm (MUS, AL) presented a proposal to establish a Music AFA program. He explained that the curriculum is similar to that developed by Tidewater Community College, but is tailored to transfer to Mason. It will not include MUS 141 Class Piano I, which is a prerequisite to MUS 142, because 2/3 of students already play well enough to not need it. Dr. Kolm agreed to add a 2-credit elective “or MUS 141” to the curriculum. Dr. McClellan reported that the Academic Deans Council supports the proposal to initiate a Music AFA.

The Curriculum Committee asked many questions that led to a decision to table the discussion until the January meeting to allow time for corrections.

Generic Curriculum Revisions for Transfer Degrees

Having worked on pathways for transfer degrees, Ms. Barbara Hopkins (Curriculum Development, CS) recommended that all the underlying curriculum for transfer degrees conform in certain ways that promote transfer without loss of credit. These are:

Remove PED.

Require CST100, 110, 126 and 229 as curricular options unless (as with Criminology and Criminal Justice) transfer institutions want a specific course.

Allow a choice of SDV 100 and 101 except for the Teacher Education specialization for which SDV101 is a state-wide requirement.

Allow a choice of ENG 112 or 125.

Allow SPA 205 and 206 Intermediate Spanish for Heritage Speakers as options where world language 201-202 is required.

The Curriculum Committee approved the proposed revisions to transfer degree curricula.

Economics IB Credit Revisions

Dr. Ryan presented the Economics faculty’s proposal to revise the credit awarded for International Baccalaureate (IB) Economics courses. Currently NOVA does not award credit for IB Economics because the IB courses and exam had not been reviewed by our faculty. As required to maintain compliance with new legislation on acceptance of IB scores, the Economics faculty carefully reviewed the Standard Level and Higher Level IB economics courses and exams. The Credit for Prior Learning Committee supports the faculty’s recommendations, including:

- Credit for ECO 201 Principles of Macroeconomics and ECO 202 Principles of Microeconomics should be awarded to students scoring a 4 or higher on the **Higher Level** IB exam, for a total of 6 credits.
- Credit for ECO 201 should be awarded to students scoring a 5 or higher on the **Standard Level** IB exam, for a total of 3 credits. No credit for ECO 202 should be awarded to students taking the **Standard Level** IB exam, regardless of score because it does not cover the required topics.
- Students scoring a 4 or higher on the Higher Level IB exam may be granted credit for ECO 120 Survey of Economics, which is required in some AAS programs. Students who took the Standard Level IB exam would not satisfy the ECO 120 requirement.

Dr. McClellan disapproved of granting credit for the IB courses because they are high school courses, taught by teachers who rarely meet our credentialing requirements.

With two “nay” votes, the Curriculum Committee approved the proposed credit for IB Economics courses.

Professional Legal Secretary Exam Credit Revisions

Ms. Hopkins explained that while reviewing the Credit for Prior Learning Manual, she noticed that NOVA awarded an odd batch of course equivalent credits for the Professional Legal Secretary/Certified Legal Professional Exam. She researched the exam and checked American Council on Education recommendations, and worked with Dr. Beringer and the head of the Paralegal Studies program to update the credit offered. To do that, she also had to work with Business faculty. The changes all of those people agreed to and that the Credit for Prior Learning Committee supported, are:

- Begin to offer credit for ACC 115, LGL 126 and BUS 226.
- Discontinue granting credit for ACC 211, 2 AST electives and AST 243 (remember we no longer teach AST), ENG 111 and 115, and PSY 201 or 126.

This reduces the total credits a student might be granted from 27 to 15.

The Curriculum Committee approved the revised credit to be granted for passing the Professional Legal Secretary/Certified Legal Professional Exam.

Dates for the Spring Semester Curriculum Committee Meetings

The Curriculum Committee will meet January 25, March 1 and May 3, 2018.