Curriculum Committee Meeting
November 29, 2012
Approved
Minutes

Members Present: Ms. Vaden Fitton, Dr. Jean Goodine, Ms. Chalet Jean-Baptiste, Ms. Susan Johnson, Mr. Charles Kellermann, Dr. Julia Leidig, Ms. Kathy Lloyd, Ms. Esther Perantoni, Ms. Lisa Riggleman-Gross, Dr. Sheri Robertson, Dr. Barbara Saperstone, Dr. Mel Schiavelli, Mr. Kevin Simons, Ms. Judy Snyder, and Ms. Kristine Winner

Members Absent: Mr. David Falkenstein, Dr. Ellen Fancher-Ruiz, and Mr. Brian Foley.

Guests: Ms. Rita Archer, Dr. Michael Krimmer, Ms. Jennifer Rainey, Ms. Julia Turner, Mr. Peter Williams, and Ms. Paula Worthington.

College Recorder: Norie Flowers

Dr. Robertson informed Committee members that Ms. Kathy Lloyd would be replacing Ms. Mary Zimmerman, who is retiring, and Drs. Jean Goodine and Dee Martin would be filling the remainder of Dr. Ron Buchanan’s term.

Approval of Minutes
The minutes of the November 1, 2012 meeting were approved.

Geospatial Specialization of the Social Sciences AS
Dr. Michael Krimmer, Program Head for Geospatial Studies, and with the support of Ms. Julia Turner, Dean for Communications and Human Studies, presented a proposal and sought approval for a new Geospatial specialization of the Social Sciences AS degree program, to be effective starting the fall of 2013 at the Loudoun campus.

The Geographic Information Systems (GIS) career studies certificate (CSC) has been in place since the Fall of 2008. Since that time NOVA has been awarded a grant of nearly $500,000 from the U.S. Department of Labor, and a second grant of $200,000 from the U.S. Small Business Administration. Both grants were designed to support the development of Geospatial curricula, advance distance learning methodology, and increase the geospatial workforce. Washington, DC, currently has 10,000 jobs in the geospatial field, with 15% in the Northern Virginia region. Dr. Krimmer pointed out the obvious need for this type of education at the community college level.

The GIS CSC formed the basis for 2010 articulation agreement between NOVA and James Madison University. The agreement guarantees admission of NOVA graduates holding the General Studies Associate of Science (AS) degree and the
Geographic Information Systems Career Studies Certificate (GIS CSC) into the Department of Integrated Science and Technology Bachelor of Sciences in Geographic Science degree program at JMU. Additionally, NOVA led the approval of a geospatial studies course by the Fairfax County School Board and works closely with regional school districts, supporting JMU’s Spatial Semester high school dual enrollment program. These efforts have broadened the intake pipeline for new geospatial technology students at NOVA. Expanding NOVA offerings to include an AS in Social Sciences with a Geospatial Specialization is the next step in the development of the geospatial studies program.

In response to a Committee member question over the lower level math requirements, Dr. Krimmer explained that a spatial statistics course will be piloted for the Fall of 2013 and this was the type of math required.

A concern was raised over the cost of specialty software that students might be expected assume. Dr. Krimmer stated that students would not need to purchase any software as they would be able to access all needed software without cost through a NOVA “cloud” agreement.

A discussion ensued over the Social Science placement of the program, with its emphasis on math and graphics. Dr. Krimmer responded that GIS programs are placed in many departments in institutions, as there are many other components in addition to the scientific.

A suggestion was made to add a footnote concerning the advantage of taking more advanced math and computer science courses before registering for the Geospatial specialization.

A motion was made to accept the proposal for a new Geospatial specialization of the Social Sciences AS degree program and was approved.

**Geographic Information Systems Career Studies Certificates Revisions**

Dr. Krimmer explained that the major revision in the proposed career studies certificate would result in lowering the required minimum to 28 credits (down from the original 29 credits) with a minimum grade of "C" required. The revision to the existing GIS CSC was required because GIS coursework in in other institutions has been decreased from four credit hours per course to three and NOVA’s GIS courses transfer to four-year institutions as three-credit courses. This reduction in credit hours was necessary to build a credible AS in Social Science with a Geospatial emphasis. This also permits the inclusion of the course Intro to Cartography for GIS as a core course to the revised GIS CSC based on industry and government demand for this skillset.

A motion was made to accept the revisions for the GIS Career Studies certificate and was approved.
Rename Speech Communication Specialization
Ms. Jennifer Rainey, Cluster Chair for Communication Studies & Theatre Arts, with the support of Ms. Julia Turner, Dean for Communications and Human Studies, sought approval to rename the “Speech Communication” specialization to “Communication Studies,” to more accurately reflect the types of classes NOVA offers, bring the department in line with the current trend in the discipline, be consistent with the offerings at other institutions, and avoid possible student confusion over other institutional programs that offer speech communication courses.

A motion was made to Rename Speech Communication Specialization and was approved.

IT Course Equivalents for Marine MOS
Paula Worthington, Articulation Representative for Information Technology, sought approval for advanced standing credit for courses in the Information Technology field and equivalent NOVA courses.

The courses for approval included the following categories and courses within the specialty:

- MOS 0651 - Cyber Network Specialist
  - ITE 180 – Help Desk Support Skills
  - ITE 182 – User Support/Help Desk Principles
  - ITN 106 – Microcomputer Operating Systems
  - ITN 107 – Personal Computer Hardware Troubleshooting
  - ITN 200 – Administration of Network Resources

- MOS 0651 - NCO Cyber Network Supervisor
  - ITE 100 – Introduction to Information Systems
  - ITE 102 – Computer and Information Systems
  - ITE 115 – Introduction to Computer Applications and Concepts
  - ITE 126 – Operating System Fundamentals
  - ITE 221 – PC Hardware and O/S Architecture
  - ITN 200 – Administration of Network Resources
  - ITN 106 – Microcomputer Operating Systems
  - ITN 107 – Personal Computer Hardware Troubleshooting
  - ITN 209 – VOIP (Voice Over Internet Protocol)

- MOS 0659 - Cyber Systems Chief
  - ITE 180 – Help Desk Support Skills
  - ITE 182 – User Support/Help Desk Principles

- MOS 0621 - Field Radio Operator
  - ITE 100 – Introduction to Information Systems
  - ITE 102 – Computer and Information Systems
• **MOS 0612 - Telephone Systems Installers Maintainers**
  o ITE 100 – Introduction to Information Systems
  o ITE 102 – Computer and Information Systems
  o ITE 115 – Introduction to Computer Applications and Concepts
  o ITE 126 – Operating System Fundamentals
  o ITE 180 – Help Desk Support Skills
  o ITE 182 – User Support/Help Desk Principles
  o ITE 221 – PC Hardware and O/S Architecture
  o ITN 106 – Microcomputer Operating Systems
  o ITN 107 – Personal Computer Hardware Troubleshooting
  o ITN 209 – VOIP (Voice Over Internet Protocol)

• **MOS 0619 - Telecommunications Systems Chief**
  o ITN 100 – Introduction to Telecommunications
  o ITN 209 – VOIP (Voice Over Internet Protocol)

• **MOS 0629 - Radio Chief**
  o ITN 100 – Introduction to Telecommunications
  o ITN 101 – Introduction to Network Concepts

• **MOS 0699 - Communications Chief**
  o ITN 100 – Introduction to Telecommunications
  o ITN 101 – Introduction to Network Concepts
  o ITN 154 – Network Fundamentals: CISCO
  o ITN 155 – Introductory Routing: CISCO
  o ITN 156 – Basic Switching and Routing: CISCO
  o ITN 157 – WAN Technologies: CISCO
  o ITN 220 – Wireless Network Security (W-NS)
  o ITN 260 – Network Security Basics

• **MOS 0689 – Cyber Security Chief**
  o ITN 276 – Computer Forensics I
  o ITN 277 – Computer Forensics II

• **MOS 0651 - Cisco CCNP**
  o ITN250 – Advanced Routing: CISCO
  o ITN252 – Advanced Switching: CISCO
ITN253 – Network Troubleshooting: CISCO

Marine Corps training courses are mapped to industry standards. NOVA’s IT learning objectives were matched with Marine Corps IT learning objectives and the NOVA Advanced Standing Committee approved the proposal. This is part of a larger initiative to provide active and retired Veterans with college credit for their military service.

A motion was made to accept the proposal to grant advanced standing for the Marine MOSs and was approved.

Course Equivalents for Seven StraighterLine Courses

Dr. Sheri Robertson, Associate Vice President for Academic Services, requested approval to accept the faculty recommendations for NOVA equivalency for seven courses. A summary evaluation of 24 StraighterLine courses NOVA faculty have evaluated, or are in the process of being evaluated, was distributed. Course specific credit was requested for the following:

- ACC 101 Accounting I
- BUS 105 Business Communication
- CHEM 101 General Chemistry I with Lab
- FIN101 (Personal Finance)
- NUTRI101 (Introduction to Nutrition)
- PHY250L (General Physics I with Lab)
- PSY101 (Introduction to Psychology)

StraighterLine is a company (not a college) that offers low cost online courses. Because, as a company, it is not regionally accredited, an advanced standing process is required. The courses have been reviewed by The American Council on Education/ACE and approved for lower level credit. StraighterLine courses are already being accepted by NOVA, and a consistent procedure is needed for the transfer of coursework. NOVA became a StraighterLine partner for the sole purpose of helping students.

Dr. Robertson contacted the articulation representatives and faculty clusters for evaluation of all the courses. For the areas that NOVA rejects, StraighterLine has stated they are willing to work with NOVA on any changes that are needed.

A member question was raised over whether students could do the labs online. Executive Vice President Dr. Schiavelli explained that the science labs were simulations. Other questions focused on faculty competence and course rigor. Dr. Robertson explained that the faculty are recruited from larger four-year institutions to develop the coursework and then facilitated by other instructors. The coursework is competency-based, looking at alignment with student learning outcomes. NOVA went through a rigorous examination of all the specifics of the coursework, including all
course materials and will review courses periodically to ensure they are still at the appropriate credit levels.

George Mason will continue to honor the GAA.

A motion was made to accept the courses, with one abstention, and was approved.

**Astronomy Course Prefix/NAS 130**
Instructor Peter Williams, with the support of the Physics and Geology clusters and their deans, proposed that NAS 130 be moved out of Natural & Applied Science (NAS) and into the Physics (PHY) course prefix, with a suggested numbering of PHY 150.

While the content is far simpler than traditional astrophysics curricula, the concepts and knowledge gained are firmly based within physics, and the course acts as an introduction to both topics of astronomy and physics. The laboratory content provides a practical understanding of the physics within astronomy.

This change will provide better information to the students who search for the course under the PHY umbrella, the primary reason for changing the prefix. The content of the course would not change, only the umbrella under which the course is offered.

Committee suggestions included changing all of the prefixes on all the other astronomy courses to better assist the students and also adding verbiage in the catalogue to explain where the course was moved and its new prefix. Dr. Robertson will search VCCS for all the astronomy courses in the system to ensure consistency.

The committee approved the proposal to change the course prefix for Elements of Astronomy from NAS to PHY, with a suggested course number of PHY 150.