Community College *of* Philadelphia

MEETING MINUTES
Institution-Wide Committee
Monday March 23, 2009
2:30 p.m.
Isadore A. Shrager Boardroom
Community College of Philadelphia
1700 Spring Garden Street
Philadelphia, PA 19130

Committee Members Present
Pascal Scoles, Judith Gay, Tom Hawk, Sam Hirsch, Sharon Thompson, Gary Mullin, Mary-Lynn Brown, Michell Joseph, Louise Whitaker

Alternates and Delegates Present
Mary Anne Celenza, Richard Keiser (voting), Gloria Kuoh (voting)

Guests Present
Marian McGorry, Maurice Sampson, Pete Watkins, Don Bowers, Alison Tasch, Sally Rensch

I.   Call to Order
The meeting was called to order by Pascal Scoles.

II.   Approval of Minutes
Accepted the minutes of February 23, 2009.

III.   Old Business
None

IV.   New Business
The order of items on the agenda was changed to accommodate guests.

(a) <u>Proposal for Revision of the Management – Entrepreneurship Option, AAS Degree Program</u>
(b) <u>Proposal for Revision of the Management – Real Estate Management Option, AAS Degree Program</u>
(c) <u>Proposal for Revision of the Management – Human Resources Management Option, AAS Degree Program</u>
(d) <u>Proposal for Revision of the Management – Management Option, AAS Degree Program</u>
Discussion: The revisions of the Management degree options are the same so the IWC decided to review the four proposals together**.** Marian McGorry reviewed the changes to

the programs. She stated that the following changes were made to comply with the new General Education requirements:

1. Remove Math 153 because Math 118 is already required;
2. Eliminate ENGL 112 as an option because students must take ENGL 102 to meet the information literacy requirement;
3. Eliminate one social science course because only one is required.

These changes (and a previously approved change in credits for MNGT 142) reduce the minimum number of credits in each of the degree programs from 65 to 61. There was no additional discussion.

Action Item: Recommend approval of the proposals for revisions to AAS degree programs in Management-Entrepreneurship Option; Management-Real Estate Management Option; Management-Human Services Option; Management-Management Option effective Fall 2009 (Thompson/Mullin).
Vote: Eleven (11) in favor. Motion approved.

(e) Proposal for Revision of the Management Certificate Program

Discussion: Marian McGorry reviewed the proposed changes:

1. Require CIS 103;
2. Require Math 118;
3. Require ENGL 102 and eliminate the option of taking ENGL 112 or ENGL 114;
4. Eliminate the social science elective;
5. Offer an option of MNGT 142, MKTG 131, or MNGT 111 instead of requiring both MNGT 142 and MNGT 111;
6. Eliminate MNGT 241.

The changes align the certificate with general education requirements for a degree and provide some choice in career focus. The changes reduce the minimum number of credits from 35 to 31.

Marian McGorry was asked whether the certificate can lead to degrees beyond Management or Marketing. She agreed that the revised certificate can match other degrees at the College. Marian McGorry was also asked how many people move from the certificate to the degree. She did not know the specific number of students but said the certificate is a ladder to a degree.

Action Item: Recommend approval of the proposed revisions to the Management Certificate Program effective Fall 2009 (Thompson/Mullin). Vote: Eleven (11) in favor. Motion approved.

(f) Proposal for Revision of the ASL/English Interpreting Program

Discussion: Don Bowers reviewed the proposed changes to the ASL/English Interpreting Program:
1. Replace CIS 100 with CIS 103 to comply with the Technological Competency General Education requirement;
2. Eliminate one social science;
3. Add ENGL 120 as an additional choice for a Humanities elective.

The proposed changes reduce the minimum number of credits from 68 to 67.

There was a question about the Technological Competency requirement. Judy Gay explained the general education requirement for Technological Competency. A second question was whether it is possible to test out of CIS 103. Judy Gay responded that it is possible to test out.

Action Item: Recommend approval of the proposal for revision of the ASL/English Interpreting Program effective Fall 2009 (Hirsch/Mullin). Vote: Eleven (11) in favor. Motion approved.

(g) Proposal for Revision of the Addiction Studies Certificate Program
(h) Proposal for Revision of the Disability Studies Certificate Program
(i) Proposal for Revision of the Human Services Certificate Program
(j) Proposal for Revision of the Social Gerontology Certificate Program

The revisions to these four certificate programs are the same so the IWC decided to review them together. Donald Bowers reviewed the change. There is a new BHHS course, BHHS 101, that was approved as a prerequisite/co-requisite for BHHS 111. This change increases the number of credits in the certificate programs from 30 to 33.

Action Item: Recommend approval of the revision of the Addiction Studies Certificate Program; the Disability Studies Certificate Program; the Human Services Certificate Program; and the Social Gerontology Certificate Program effective Fall 2009 (Mullin/Thompson). Vote: Eleven (11) in favor. Motion approved.

(k) Proposal for Revision of the Liberal Arts Curriculum: General Option
(l) Proposal for Revision of the Liberal Arts Curriculum: Humanities Option
(m) Proposal for Revision of the Liberal Arts Curriculum: Social/Behavioral Sciences Option

Discussion: The revisions to these three curricula are the same so the IWC decided to review them together. Sharon Thompson explained that the changes to the curricula were made to meet the General Education requirements and to simplify the curricula while maintaining breadth and depth. Alison Tasch agreed that the goal was to revisit the curricula and to simplify them and make them more flexible. The proposed changes are:

1. Remove the advanced/sequential terminology and replace it with two courses within defined sets of courses;
2. Eliminate the requirement that history courses be counted as either all humanities courses or all social science courses;
3. Change the name of the Aesthetic Understanding/Oral/Creative Expression requirement to Artistic/Oral requirement;
4. Replace the requirement for two International Emphasis courses with two Global Diversity courses;
5. Eliminate the concentration component.

Action Item: Recommend approval of the proposal to revise the Liberal Arts Curriculum: General Option; Liberal Arts Curriculum: Humanities Option; and the Liberal Arts Curriculum: Social/Behavioral Sciences Option effective Fall 2009 (Brown/Keiser). Vote: Eleven (11) in favor. Motion approved.

(n) Proposal for Revision of the Diagnostic Medical Imaging Program

Discussion: Sally Rensch reviewed the changes to the program:

1. Change the Psychology 101 requirement to a social science requirement (to help students meet the writing intensive and interpretive requirements);
2. Award credits for clinical experiences using standards developed in the department.

The changes result in an increase in credits from 71 to 76.

Sally Rensch said the number of credits in the program in not out of line with other programs. Mary Anne Celenza stated that the difference across the programs they reviewed was in the General Education requirements. There was a discussion about the increase in credits. Mary Anne Celenza said the problem has been not awarding credits for clinical education.

Sally Rensch and Mary Anne Celenza were asked to supply the information from their review to forward to Dr. Curtis.

There was a discussion about oversight of the clinical component. Sally Rensch and Mary Anne Celenza explained the role of the faculty and clinical preceptors.

The final question was about the logic of replacing psychology with a social science course. Sally Rensch stated that this decision was not a comment about the value of psychology, but about the need to meet the general education requirements.

Action Item: Recommend approval of the proposal to revise the Diagnostic Medical Imaging Program (and include information on credits in other programs) effective Fall 2009 (Keiser/Mullin). Vote: Eleven (11) in favor. Motion approved.

(o) **<u>Proposal to Move the Reporting Function of the Student Academic Computing Centers from the Department of Academic Computing to the Learning Lab Department</u>**

Discussion: Sharon Thompson explained the proposal. Judy Gay explained the concept of the Learning Commons approach.

Action Item: Recommend approval of the proposal to move the reporting function of the Student Academic Computer Centers from the Department of Academic Computing to the Learning Lab Department. Vote: Eleven (11) in favor. Motion approved.

VI. **Adjournment**
The meeting was adjourned at 3:31 p.m.