

Planning Council

MEETING MINUTES

Date: Friday, April 24, 2020

Time: 10:45 a.m.

Place: Virtually - Microsoft Teams Program

I. Call to order

Dr. Stephanie Tully-Dartez called to order the regular meeting of the Planning Council at 10:45 a.m. on Friday, April 24, 2020 virtually through Microsoft Teams Program.

II. Roll Call

The following council members were present: Benjamin Cagle, Keith Everett, Dr. Justin Geurin, Caroline Hammond, Charley Hankins, Mandi Haynes, Dean Inman, Tim Johnson, Dr. Tim Kirk, Dr. Carolyn Langston, Dr. Cindy Meyer, Dr. Michael Murders, Kathy Reaves, Cynthia Reyna, Amanda Rhodes, Philip Shackelford, Veronda Tatum, Karsten Tidwell, Carey Tucker, Dr. Stephanie Tully-Dartez, Brooks Walthall, Vanessa Williams, Ray Winiecki, and Dr. James Yates.

The following council members were excused: Dr. Ken Bridges, Deborah Moore, Casey Martin, Dr. Derek Moore, and Dr. Bentley Wallace

The following guests attended the meeting: Dr. Susanne Wache, Jayna Winiecki, Kanasha Evans, and Mary Kate Sumner – Recorder.

III. Approval of minutes from previous meetings

Philip Shackelford made a motion to approve the minutes of the council meeting held on Friday, February 28, 2020. Dr. Justin Geurin seconded the motion. The minutes were approved as written.

Ray Winiecki made a motion to approve the minutes of the council e-mail meeting held March 19-20, 2020. Dr. James Yates seconded the motion. The minutes were approved as written.

IV. Cabinet Updates

- i. Make prerequisite for BUSI 2013 BUSINESS STATISTICS an either/or to include MATH 1023 College Algebra or MATH 1113 Mathematical Reasoning.
- ii. Change prerequisite for BLAW 2013 LEGAL ENVIRONMENT OF BUSINESS from ENGL 1123 Composition II to ENGL 1113 Composition I.
- iii. Change to GPS for Entertainment and Media Arts (Reflects the need to sequence course offerings in the same sequence that media is created starting with scriptwriting and preproduction and continuing through to a completed project through their four semesters. This also will have students prepared for the last two semesters of internships and will turn out a better trained employee base. The addition of BUSI and MKTG courses will provide students with the necessary training to build and maintain a business if that is the chosen route.)
- iv. Change to Microbiology course ID from MBIO 1124 to BIOL 2174. (will retain budget management under microbiology and not under biology budget)
- v. Create a Certificate of Proficiency in Education.
- vi. Create a Technical Certificate in Education.
- vii. Change Early Education from minimum 2.5 GPA to 2.0 GPA. (for college graduation)
- viii. Change Education from minimum 2.7 GPA to 2.0 GPA and add course options for students seeking Middle or Secondary Education (for college graduation)

- ix. Certificate of General Studies (CGS) change Computer Science 'requirement' to 'choice'. CGS choice is between Computer Science and Social Science. Associate of Arts (AA) change Consumer Science 'requirement' to 'choice'. AA choice is between Computer Science and Social Science. For AA, Social Science will be a choice in first semester, but mandatory by completion of AA program.
- x. History and Social Science change from mandated courses to freedom choice for any history and social science courses for Associate of Arts of 6 credit hours of History and 6 credit hours of Social Sciences and 3 credit hours of either History or Social Science – for a total of 15 credit hours.
- xi. Change Phlebotomy curriculum and Certificate of Proficiency, from: MLSC 1014 Phlebotomy/Lab, MLSC 1042 Phlebotomy Practicum, HCIT 1003 Medical Terminology, and CSCI 1003 Computers and Information Processing - to MLSC 1007 Phlebotomy. (CP total of 7 credit hours)
- xii. Change CSCI 2143 Microcomputers: Business Applications to BTEC 2143 Business Applications. (not an ACTS course)
- xiii. Change CSCI 1003 Computers and Information Processing to CSCI 1003 Introduction to Computers.
- xiv. APM 3.17 Change - Changes to Academic Assessment Manual.

I. Actions

a. Academic Affairs – *Dr. Cindy Meyer*

- i. Add a co-requisite laboratory for MATH 1083 Math for Health Professionals.
- ii. Add a co-requisite Laboratory for MATH 1113 Mathematical Reasoning.
- iii. Change name of CSCI 1813 from Principles of Information Assurance to Cyber Security Essentials.
- iv. Change the following courses' prefix from CSCI to BTEC (1113 Social Media, 1903 Digital Publishing, 1923 Introduction to Digital Photo Editing, 2043 Web Design 1, 2183 Introduction to Computer Graphics, 2193 Web Design 2, 2223 Excel, 2413 Advanced Microsoft Office).
- v. Change course number for Math for Health Professionals from MATH 2123 to MATH 1083.
- vi. Eliminate BSTD requirement for the CP in EMT; Revise EMT CP course descriptions.
- vii. Modify MATH 1073 Technical Math Redesign.
- viii. Removal of Basic Studies Math Courses. (Please see the updated Math Advising Pathways.)
- ix. Update the Computer and Information Technology GPS

b. Student Affairs – *Veronda Tatum*

- i. New student organization: The Alpha Omega Tau Honor Society – exception waiver requested.

c. Administrative Affairs – *Charley Hankins*

- i. APM 2.18 - Salary Payments

Send Forward to Cabinet	Send Back to Committee
X	
X	
X	
X	
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X	

All action items above have been sent forward to cabinet.

II. Discussions

- a. Academic Affairs – *Dr. Cindy Meyer*
 - 1. No Report.
- b. Student Affairs – *Veronda Tatum*
 - i. No Report.
- c. Administrative Affairs – *Charley Hankins*
 - ii. No Report.

III. Announcements

- a. Academic Affairs – *Dr. Cindy Meyer*
- b. Student Affairs – *Veronda Tatum*
- c. Administrative Affairs – *Charley Hankins*
- d. Nominating Committee – *Dr. Carolyn Langston*
- e. Cabinet
 - i. Campus Conversations – April 30 at 1pm & May 1 at 9am
- f. Planning Council Members
 - i. Next Planning Council Meeting will be a virtual meeting held May 8, 2020 at 10:45am. Please make sure agenda items are submitted by the end of the day Monday, May 4th.
 - ii. The Planning Council Retreat is to be held in June. Recommendations for Dates are requested.

IV. Comments

V. Adjournment

A motion to adjourn was made by Dr. Cindy Meyer, and seconded by Philip Shackelford. The meeting was adjourned at 10:59 a.m.

Minutes submitted by: Mary Kate Sumner