



College Council Meeting Minutes February 13, 2014

COLLEGE COUNCIL MEETING MINUTES February 13, 2014 Office of College Services Board Room

ATTENDANCE

Present	Absent	Guests
Richard Allison Maryann Anderson Mary Frances Archey Elizabeth Claytor John Dziak Carl Francolino Rita Gallegos Shirley Harr Evelyn Kitchens- Stephens Gretchen Mullin- Sawicki Audrey Rosenthal Justin Tatar Barbara Thompson Marianne Trale Stephen Wells	Donna Imhoff Vickie Rostis	Geno Anitori

Maryann Anderson, College Council Chair, called the meeting to order at 2:30 PM.

AGENDA ITEM I: APPROVAL OF THE MINUTES OF THE JANUARY 23, 2014 MEETING OF COLLEGE COUNCIL

Rita Gallegos moved to approve the minutes of the January 23, 2014 meeting of College Council. Marianne Trale seconded the motion and the minutes were approved as amended.

AGENDA ITEM II: SUBCOMMITTEE REPORTS

A. ASSESSMENT AND RESEARCH

Carl Francolino reported that the subcommittee members discussed the band width upgrade included in the recent SQL upgrade. The band width has limitations, and eventually additional upgrades will be necessary. Mr. Francolino cited as an example the amount of data that flows through a video, which is extensive, and uses a lot of band width. To enhance band width, content can be saved in smaller packages. Mr. Francolino commented that a 90-second video of relevant content can be more effective for students than a one-hour video.

Committee members also discussed closed captioning. Current staff members do not have time to develop the skills necessary to superimpose the captioning on videos. This might be a practicum project for court reporting or multi-media students. Mary Frances Archey commented that the John Dziak scholarship might provide funds for training faculty.

Marianne Anderson asked if an Assessment report would be forthcoming, and suggested that Mary Kate Quinlan meet with the Subcommittee and then with Council. Steve Wells commented that some programs are going through program review with the assessment piece missing.

B. CURRICULUM

Proposal: Revisions to the Diagnostic Medical Sonography (DMS) Program including changes in course and program requirements and the proposal of two (2) new elective courses.

Rick Allison and Geno Anitori presented the report. Mr. Allison began by saying that this is the first program that because of the accreditations requirements, if a Diagnostic Medical Sonography student started at CCAC needing developmental courses, this would be a 4-year program. Geno Anitori said that because the changes are significant, the changes will be phased-in over 2 years.

In order to be in compliance with the 2011 requirements/standards of the Commission on Accreditation of Allied Health Education Programs, BIO 161 and 162, Anatomy and Physiology 1 and 2; Math 108, Intermediate Algebra; and PHY 100, Physics have been added. Page 22 of the proposal gives students options on phasing-in the courses with their pre-requisites and co-requisites.

In response to employer feedback, two new electives will be added to the cardio-vascular track in 2015. This will allow our students to learn EKG's and cardiac phlebotomy, putting our students ahead of graduates from other schools and making them more desirable.

Mary Frances Archey questioned the fairness of requiring students to take college-level courses as pre-requisites, yet recognizing the mandate from the accreditation commission. Dr. Archey said that the Nursing program has similar demands.

The Program is a very popular one, with more than 100 applicants for 44 slots each year. Mr. Anitori said graduates start at approximately \$17 per hour in the city and \$21 per hour outside the city. Not all of the jobs are in hospitals. Many positions are available in clinics and doctor's offices.

The following corrections were made to the proposal:

Page 28, Learning Outcomes, #4, delete "and describe."

Page 49, Catalog Course Description, The sentence in the middle of the paragraph should read in part, "Echocardiograms representative of normal cardiac anatomy are presented and ..."

Page 56, Listed Topics, #1, should read, "Normal anatomy of the vascular system."

Page 84, Catalog Course Description, begins in part, "The student develops skills in scanning,,,"

Council spent some time discussing reverse programs. A reverse program is one in which students will spend their first two years at a college or university taking general education courses, and then attend CCAC for two years completing an allied health program. The students earn a Bachelor's degree in that program from the 4-year school. This has proven not to be to our advantage because of the higher cost of allied health courses, and the lower cost of general education courses.

Gretchen Mullin-Sawicki moved to accept the proposal as amended. Shirley Harr seconded the motion and the motion passed unanimously.

Rita Gallegos mentioned that a proposal for Engineering Technology and the Deletion of Manufacturing Engineering will be presented at the next meeting. A proposal for CIT Forensics will be coming soon.

C. ACADEMIC PLANNING

Steve Wells reported that program reviews for Civil Engineering and HVAC will be presented at the February 27th meeting. Automotive and Welding program reviews will be coming soon.

D. ACADEMIC STANDARDS AND STUDENT AFFAIRS

Evelyn Kitchens-Stephens reported that the Course Repeat policy by Richard Betters was unanimously approved after some ambiguities were resolved. The proposal addresses the number of times a student is permitted to repeat a "D" or "F" grade.

Discussion ensued regarding whether a student can repeat a "B" or "C" grade. Language could be added to the proposal to address this when the proposal reaches Council. There are academic integrity issues as well as tax payer issues to consider when a student repeats a course.

AGENDA ITEM III: UNFINISHED BUSINESS

There was no unfinished business.

AGENDA ITEM IV: NEW BUSINESS

Mary Frances Archey mentioned that the College may stop printing the course schedules and the catalogs in massive numbers like we have been doing. We are the last community college in the State to offer printed copies. We are the next to the last college or university in the city of Pittsburgh to offer printed copies. This would save the College \$100,000. Barbara Thompson asked if some printed copies could be offered for sale for those who aren't comfortable with online copies.

There being no further business, the meeting ended at 3:29 PM.

Respectfully submitted,
Barbara Thompson
College Council Secretary