MINUTES OF THE CURRICULUM COMMITTEE MEETING
OCTOBER 31, 2002
LIBRARY ROOM 401

Ms. Sue Hinton called the meeting to order at approximately 3:01 p.m. after a quorum was reached.

Voting members in Attendance: Dr. Kristy Bailey, Ms. Ruth Charnay, Dr. Jo Ann Cobble, Ms. Vicky Davidson, Ms. Sue Hinton, Mr. John Hockett, Mr. Jon Inglett, Mr. Steven Kamm, Ms. Sara Mathew, Mr. Ray McCullar, Ms. Vicki Rankin, Dr. Jim Schwark, Dr. Jessica Sheetz-Nguyen, Ms. Anita Williams.

Absent Members: Ms. Gloria Barton, Dr. Marty Ludlum, Mr. Chris Oehrlein.

Others in Attendance: Dr. Jim DeChenne, Dean of Learning Resources; Ms. Molly Henderson, Coordinator of Cooperative Technical Education; Ms. Peggy Newman, Professor of Physical Therapy/Program Director; Mr. David Wiggins, Program Director of Medical Assistant at Francis Tuttle.

Welcome: Sue Hinton welcomed everyone to the Curriculum Committee meeting.

Announcements: Sue Hinton substituted for Chris Oehrlein. The next meeting will be November 7, 2002.

- Steven Kamm made the motion to approve the October 24, 2002 minutes.

  Vicky Davidson seconded the motion. The motion was approved unanimously.

Curriculum Proposal (AAS Degree in Medical Assistant) from the Health Professions Division – Dr. Jo Ann Cobble, Dean of Health Professions; Mr. David Wiggins, Program Director of Medical Assistant at Francis Tuttle – Presenters

- Ray McCullar made the motion to approve the modification of the AAS degree program in **Medical Assistant,** the addition of the course, **MA 2212 Pharmacology** (from the handout) and the modification of the course, **MA 2234 Administration and Medical Office Procedures** on pages 10-15 as amended.

  <u>From page 11</u>:
  Under Sophomore Year First Semester, the third row should read:
  MA 2212 **Pharmacology**

  <u>From page 12</u>:
  Under Major courses, the seventh row should read:
  MA 2212 **Pharmacology**

Kristy Bailey seconded the motion. The motion was approved unanimously.

Curriculum Proposal (AAS Degree in Physical Therapist Assistant) from the Health Professions Division – Ms. Peggy Newman, Professor of Physical Therapy/Program Director – Presenter

- Jim Schwark made the motion to approve the rationale in principle that the minimum requirements for admission into the Physical Therapist Assistant program include a 2.5 college GPA (retention) when college credit has been earned, or 3.0 minimum high school GPA, or the 55 minimum GED on pages 2-6 as amended. A corrected document of page 5 will be presented to the Curriculum Committee for review at a later date.

  From page 2:

  Starting with the third paragraph, the rationale should read:

  > The Physical Therapist Assistant (PTA) Program Faculty and Program Advisory Committee members unanimously recommend that the minimal requirements for admission into the PTA program include a 2.5 college GPA **(retention) when college credit has been earned, or 3.0 minimum high school GPA, or the 55 minimum GED. If college credits have been earned, then the college GPA will be used.**
>
> This change will begin with the class selected to begin during the fall 2004 semester in order that this change may be advertised in the application materials and prospective students counseled accordingly.

  Jon Inglett seconded the motion. The motion was approved unanimously.

The meeting adjourned at approximately 3:53 p.m.