AGENDA  
Educational Affairs Committee  
March 11, 2015 3:00 p.m., Building 016, Room 108  

I. Approval of Minutes of February 11, 2015 Meeting – Pg. 3  

II. New Business  

A. Proposals from Academic Programs  
   1. LIBA AA(Program) [Change] – Pg. 7  
   2. Intro to Anthropology (ANT 2100) [Change] – Pg. 11  
      Cultural Anthropology (ANT 2410) [Change]  
   3. American Sign Language I (ASL 1140) [New] – Pg. 12  
   4. American Sign Language II (ASL 1150) [New] – Pg. 14  
   5. General Biology II w/Lab (BSC 2011C) [Change] – Pg. 16  
   6. Legal Rights and Responsibilities (CJL 2001) [Change] – Pg. 17  
   7. Criminal Law 2 (CJL 2101) [Change] – Pg. 18  
   8. Macroeconomics (ECO 2013) [Change] – Pg. 19  
   9. Prehistoric to the Renaissance (HUM 2210) [Change] – Pg. 20  
   10. Renaissance to Modern Times (HUM 2231) [Change] – Pg. 21  
   11. Intermediate Algebra (MAT 1033) [Change] – Pg. 22  
   12. Quantitative Literacy (MGF 1100) [New] – Pg. 24  
   13. Math for Liberal Arts I (MGF 1106) [Change] – Pg. 26  
   14. Math for Liberal Arts II (MGF 1107) [Change] – Pg. 27  
   16. Fundamentals of Music (MUS 1301) [New] – Pg. 31  
   17. The College Experience (SLS 1101) [Change] – Pg. 33  
   18. Elementary Spanish II (SPN 1121) [Change] – Pg. 34  

B. Proposals from Occupational Programs  
   1. Computer Information Technology AS (Program) [Change] - Pg. 35  
   2. Computer Programming and Analysis AS (Program) [Change] - Pg. 38  
   3. Engineering Process Tech Quality AS (Program) [Deletion] - Pg. 41  
   4. Lean Manufacturing CCC (Program) [Deletion] - Pg. 43  
   5. Lean Six Sigma Green Belt CCC (Program) [Deletion] - Pg. 45  
   6. Six Sigma Black Belt CCC (Program) [Deletion] - Pg. 47  
   7. Registered Nursing AS (Program) [Change] - Pg. 49  
   8. LPN-RN Bridge: Fast Track AS (Program) [Change] - Pg. 55  
   9. LPN-RN Bridge: Traditional AS (Program) [Change] - Pg. 60  
   10. Paramedic-RN Bridge AS (Program) [Change] - Pg. 66  
   11. Nursing Foundation (NUR 1020C) [Change] - Pg. 71  
   12. Career Transition to Nursing (NUR 1051C) [New] - Pg. 73  
   13. Transition to Adult Health I (NUR 1204C) [Change] - Pg. 76
14. Nursing Process I (NUR 1213C) [Change] - Pg. 78
15. Transition to Adult Health II (NUR 2240C) [New] - Pg. 80
16. Nursing Process II (NUR 2241C) [Change] - Pg. 83
17. MICA Nursing (NUR 2412C) [Change] - Pg. 85
18. Transition Nursing Roles and Leadership (NUR 2880C) [New] - Pg. 87
19. Nursing Roles and Leadership (NUR 2881C) [New] – Pg. 90
20. Transportation (TRA 2010) [Change] - Pg. 93
21. Engineering Process Technology-Advanced Manufacturing AS (Program) [Change] - Pg. 94
22. DC/AC Circuits (EET 1035C) [New] - Pg. 98
23. Principles of Quality Assurance (ETI 1110) [Change] - Pg. 100
24. Automated Process Control (ETS 1535C) [Change] - Pg.101
25. Industrial Applications using PLCs & Robotics (ETS 1540C) [Change] - Pg. 102
26. Introduction to Programmable Logic Controllers (ETS 1542C) [Change] - Pg. 103
27. Programmable Logic Controllers 2 (ETS 1544C) [New] - Pg. 104
28. Human-Machine Interfaces & System Graphics (ETS 2531C) [New] - Pg. 106
29. Introduction to Robotics (ETS 2676C) [New] - Pg. 108

III. Other
Program Action Form Revised - Pg. 110

IV. Next Meeting: April 8, 2015
Deadline to Registrar for review: March 9, 2015 (early due to spring break)
Agenda deadline: March 31, 2015

V. Adjourn:
Minutes
Educational Affairs Committee
February 11, 2015 3:00 p.m.
Building 016, Room 108

Present: Tracy Hickman, Doris Lombo, Gayle Hunter, John Piersol (by proxy), Juan Guzman, Kim Salyers, Melody Corso (by proxy), Michael Baker, Mustapha Kane, Pam Carswell, Patricia Widman, Patty Anderson (by proxy), Paula Gavin (by proxy), Sharron Cuthbertson, Billy Greer (student representative), Katelyn Greer (student representative), and Debra Harrison

Approval of Minutes: Gayle Hunter made a motion to accept collectively the minutes of November 12, 2014, December 10, 2014 electronic vote, and January 14, 2015 electronic vote, seconded by Juan Guzman. The minutes were approved.

New Business:

Intermediate Algebra (MAT 1033): Gayle made motion to accept the proposal presented by Tim Moses to increase the credit hours of this course from 3 credit hours to 4 credit hours to allow time to be spent bringing students with deficiencies up to the MAT 1033 level by infusing MAT 0018/MAT 0028 concepts into the class content based on student needs. Motion was seconded by Patricia Widman. After many comments and concerns from various areas regarding the impact on the college schedule this proposal was tabled for the March meeting to allow VP Dopson and Paula Gavin the opportunity to address these questions.

Environmental Science Technology (AS): Pam Murawski presented a proposal to reduce the number of credit hours in the AS degree from 64 to 60 in order to reflect the new direction of the state to make the degree obtainable within a two year time frame. This change will reduce the required number of elective credits from 14 to 10. Motion made by Pam Carswell to accept the program changes as presented, seconded by Kim Salyers. The proposal was approved unanimously.

Introduction to Networks (CET 1600C), Routing & Switching Essentials (CET 1610C), Scaling Networks (CET 2615C), Connecting and Securing Networks (CET 2620C): Pam Carswell made a motion to accept items B: 1-4 collectively regarding lab fee changes, seconded by Doris Lombo. This proposal is to reduce lab fees for CET 1600C from $80.00 to $5.00 and to remove the lab fees for CET 1610C, CET 2615C, and CET 2620C. The proposal was approved unanimously.

Medical Coder Biller (ATD): Pam Carswell made a motion to accept the course changes in the Medical Coder Biller program as presented. These changes are necessary to meet the guidelines for CAHIIM and FLDOE standards for the ATD. Motion seconded by Patricia Widman. The proposal was approved unanimously.

Medical Records Transcribing (ATD): Pam Carswell made a motion to accept the program changes in the Medical Records Transcribing program as presented. The change includes course changes that are necessary to meet the guidelines for CAHIIM and FLDOE standards for the ATD, and program name change
to Medical Records Transcribing/Healthcare Documentation which has been revised by DOE. Motion seconded by Kim Salyers. The proposal was approved unanimously.

Health Information Technology (AS): Pam Carswell made a motion to accept the program changes in the Medical Coder Biller program as presented. These course changes are necessary to meet the guidelines for CAHIIM and FLDOE standards. Motion seconded by Patricia Widman. The proposal was approved unanimously.

HIT Statistics (HIM 2214): Pam Carswell made a motion to accept the new course for the Health Information Technology program as presented. This course will provide an understanding and application of acceptable Health Information Technology terminology. Motion seconded by Doris Lombo. The proposal was approved unanimously.

Current Procedural Terminology (CPT) Coding (HIM 2253), Medical Billing and Insurance (HIM 2273C), Advanced Medical Coding (HIM 2283), Human Diseases (HSC 2524): Pam Carswell made a motion to accept items B: 9-12 collectively regarding lab fee changes as presented, seconded by Juan Guzman. This proposal is to remove the lab fees no longer necessary. The proposal was approved unanimously.

Broadcast and Sound Engineering Technician (PSAV): Pam Carswell made a motion to accept this new program as presented. Motion was seconded by Patricia Widman. This request is for preliminary approval to offer a Broadcast and Sound Engineering Technician program for trained technicians to serve radio, television, offices, churches and school buildings. The college has the equipment, a television studio and offers an entertainment series that is a natural fit to this program. The only costs incurred to initiate this program are credentialed faculty. Notification is ready to be mailed to SACSCOC and the prospectus will be due to SACSCOC 6 months prior to the start of the program. The proposal was approved unanimously.

Medical Assistant (PSAV): Pam Carswell made a motion to accept this new program as presented. Motion was seconded by Juan Guzman. This request is for preliminary approval to offer a Medical Assistant program for trained medical assistants. This program is part of a career ladder and can help individuals start in the medical field and progress to higher degrees. The college will be required to purchase equipment, employ credentialed faculty, and achieve accreditation for this program. Notification is ready to be sent to SACSCOC. No additional information should be needed as this program is not a significant departure from what we are already doing. The proposal was approved unanimously.

Personal Finance (FIN 2104): Pam Carswell made a motion to accept this course change as presented. This proposal is to remove ACG 2021 as a pre-req. Motion seconded by Kim Salyers. The proposal was approved unanimously.

Other:

Annual Course Continuations and Deletions: Gayle Hunter made a motion to approve the Annual Course Continuations and Annual Course Deletions collectively as presented. Motion was seconded by Pam Carswell. State Board Rule 6A-10.0331 requires each Florida College System institution to review classes which have not been taught for five years. A course may be continued in the catalog if the institution plans to offer it during the next five years. Classes which have not been taught for five years and are not expected to be offered during the next five years are deleted from the college catalog. Upon approval of the Educational Affairs Committee and the Board of Trustees, the Office of the Statewide Course Numbering System will be notified to delete these courses. This annual certification of courses to be continued and/or deleted is submitted to the Board of Trustees. The motion was approved unanimously.
Action Form Revisions: VP Hickman discussed the Program and Course Action Forms that were revised to include STEM. This information is needed internally for HR purposes to know which new programs or courses are considered STEM. Guidelines for STEM can be found in the salary schedule. Sandra Johnston had questions regarding admissions requirements that would be helpful to include on the forms, such as diploma types required for specific programs and if a program is Financial Aid Eligible. The forms will be revised and brought back. EAC Chair Tracy Hickman asked for a vote on accepting the STEM notification on the Action Forms. All approved.

Adjourn: 3:40 p.m.

Tracy Hickman, Chair
Debra Harrison, Secretary
<table>
<thead>
<tr>
<th>Course</th>
<th>Course Name</th>
<th>Category</th>
<th>Group</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANT X000</td>
<td>Intro to Anthropology</td>
<td>Social Science</td>
<td>1</td>
<td>Added to acceptable core course option for AA</td>
</tr>
<tr>
<td>ANT 2100</td>
<td>Introduction to Archaeology</td>
<td>Social Science</td>
<td>1</td>
<td>Change from Group 2 to Group 1</td>
</tr>
<tr>
<td>ANT 2410</td>
<td>Cultural Anthropology</td>
<td>Social Science</td>
<td>1</td>
<td>Change from Group 2 to Group 1</td>
</tr>
<tr>
<td>ASL 1140</td>
<td>Sign Language I</td>
<td>Elective</td>
<td></td>
<td>New course</td>
</tr>
<tr>
<td>ASL 1150</td>
<td>Sign Language II</td>
<td>Elective</td>
<td></td>
<td>New course</td>
</tr>
<tr>
<td>BSC 2011C</td>
<td>General Biology II with lab</td>
<td>Sciences</td>
<td>1</td>
<td>Pre-requisite change to BSC 2010C with C or better</td>
</tr>
<tr>
<td>CHM X020</td>
<td>Chemistry for Liberal Arts</td>
<td>Science</td>
<td>2</td>
<td>Added to acceptable core course option for AA</td>
</tr>
<tr>
<td>CJL 2001</td>
<td>Legal Rights and Responsibilities</td>
<td>Elective</td>
<td></td>
<td>Name change to: Criminal Law and Process</td>
</tr>
<tr>
<td>CJL 2101</td>
<td>Criminal Law 2</td>
<td>Elective</td>
<td></td>
<td>Name change to: Criminal Law</td>
</tr>
<tr>
<td>ECO 2013</td>
<td>Macroeconomics</td>
<td>Social Science</td>
<td>2</td>
<td>Added Financial Literacy to course content</td>
</tr>
<tr>
<td>ESC X000</td>
<td>Intro to Earth Science</td>
<td>Science</td>
<td>2</td>
<td>Added to acceptable core course option for AA</td>
</tr>
<tr>
<td>LIT X000</td>
<td>Into to Literature</td>
<td>Humanities</td>
<td>1</td>
<td>Added to acceptable core course option for AA</td>
</tr>
<tr>
<td>MAT 1033</td>
<td>Intermediate Algebra</td>
<td>Mathematics</td>
<td></td>
<td>Added additional credit hour</td>
</tr>
<tr>
<td>MGF 1100</td>
<td>Mathematics Literacy</td>
<td>Elective</td>
<td></td>
<td>New Course</td>
</tr>
<tr>
<td>MGF 1106</td>
<td>Math for Liberal Arts I</td>
<td>Mathematics</td>
<td></td>
<td>Pre-requisite change to MGF 1100 or MAT 1033 or appropriate test placement</td>
</tr>
<tr>
<td>MGF 1107</td>
<td>Math for Liberal Arts I</td>
<td>Mathematics</td>
<td></td>
<td>Pre-requisite change to MGF 1100 or MAT 1033 or appropriate test placement</td>
</tr>
<tr>
<td>MUH 2019</td>
<td>History of American Popular Music</td>
<td>Humanities</td>
<td>1</td>
<td>New course</td>
</tr>
<tr>
<td>MUS 1301</td>
<td>Fundamentals of Music</td>
<td>Elective</td>
<td></td>
<td>New Course</td>
</tr>
<tr>
<td>SLS 1501</td>
<td>The College Experience</td>
<td>Social Science</td>
<td>3</td>
<td>Change to Gordon Rule</td>
</tr>
<tr>
<td>SPN 1121</td>
<td>Elementary Spanish II</td>
<td>Elective</td>
<td></td>
<td>Pre-requisite change to SPN 1120 with C or better</td>
</tr>
</tbody>
</table>
EDUCATIONAL AFFAIRS COMMITTEE
Action Form

☐ NEW PROGRAM PROPOSAL
☒ CHANGE IN PROGRAM PROPOSAL
☐ REQUEST FOR DELETION OF PROGRAM

CIP Number 1924010100
Mnemonic Code LIBA
or Changes to Mnemonic Code
Effective Term Fall 2015
Current or Proposed New Program Title Associates of Arts Degree
Program Credits or PSAV Clock Hrs. 60

Check Box for Program Type:
☒ Associate in Arts Emphasis
☐ College Credit Certificate
☐ PSAV
☐ Gainful Employment ☐ Yes ☐ No
☐ Associate in Science
☐ Applied Technology Diploma
☐ Baccalaureate
STEM ☐ Yes ☒ No

WHAT IS CURRENTLY IN EFFECT

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
</tr>
</thead>
<tbody>
<tr>
<td>Need to add courses not offered by FGC as courses that may also satisfy the state’s Common Core General Education requirements.</td>
<td>Need to add courses not offered by FGC as courses that may also satisfy the state’s Common Core General Education requirements.</td>
</tr>
<tr>
<td>LIT X000 will be added to Humanities Option 1 core</td>
<td>LIT X00 Intro to Literature</td>
</tr>
<tr>
<td>CHM X020 and ESC X000 will be added to Science Option 2 core</td>
<td>CHM X020 Chemistry for Liberal Arts</td>
</tr>
<tr>
<td>ANT X000 will be added to Social Science Option 1 core</td>
<td>ESC X00 Introduction to Earth Science</td>
</tr>
</tbody>
</table>

WHAT IS PROPOSED

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Current Credit or PSAV Clock Hrs.</td>
<td>Total New Credit or PSAV Clock Hrs.</td>
</tr>
</tbody>
</table>

Rationale Required for New Program, Change in Program, Request for Deletion
The state of Florida has now required a list of Common Core General Education courses be allowed to meet at least one general education for each of the five general education strands. Florida Gateway College does not offer these classes, but we are required to allow those to meet our General Education requirement.

SUBSTANTIVE CHANGE REVIEW

If the proposal is for a new program, a completed Substantive Change Notification Form must be attached to this proposal.
If SACS-COC notification is required, a response must be received from them before this proposal will be submitted to the FGC Board of Trustees.
If SACS approval has been received, attach a copy of the approval to this proposal.

Initiator Paula Gavin
Date Submitted 2/3/2015

REQUIRED SIGNATURES

<table>
<thead>
<tr>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/2/2015</td>
</tr>
<tr>
<td>3/11/2015</td>
</tr>
<tr>
<td>4/14/2015</td>
</tr>
</tbody>
</table>

ATTACH COPY OF DEGREE AUDIT SHEET(S)
To achieve an AA degree, a student must complete the following courses from the following categories:

It is highly advised to meet with an advisor to pick your elective classes to gear toward your specific goals.

**Gen Ed: Communication, 9 hours**

FGC Learning Outcome: Communications & Critical Thinking

Statewide Learning Outcome:
- Students will demonstrate the ability to communicate effectively.
- Students will demonstrate the ability to analyze communication critically.

<table>
<thead>
<tr>
<th>ENC 1101* AND choose one course from the list below</th>
<th>then</th>
<th>Choose your third course from the corresponding Gen Ed group</th>
</tr>
</thead>
<tbody>
<tr>
<td>Any SPC prefixed course</td>
<td>→</td>
<td>CRW 2001 Creative Writing</td>
</tr>
<tr>
<td>Any ORI prefixed course.</td>
<td></td>
<td>ENC 1102 Freshman Composition 2</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Any AML prefixed course</td>
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<tr>
<td></td>
<td></td>
<td>Any ENL prefixed course</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Any LIT prefixed course <em>(except LIT X000)</em></td>
</tr>
</tbody>
</table>

*Any student who completes a course with an ENC prefix for which ENC 1101 is an immediate prerequisite shall be considered to have completed the communication core.

**Gen Ed: Humanities, 6 hours**

FGC Learning Outcome: Cultural Awareness & Critical Thinking

Statewide Learning Outcome:
- Students will demonstrate interpretive ability and cultural literacy.
- Students will demonstrate competence in reflecting critically upon the human condition.

<table>
<thead>
<tr>
<th>Choose one course from the list below</th>
<th>then</th>
<th>Choose your second course from the corresponding Gen Ed group</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARH 1000 Art Appreciation</td>
<td>→</td>
<td>HUM 2551 (Philosophy and Religion)</td>
</tr>
<tr>
<td>HUM 2020 Intro to Humanities</td>
<td></td>
<td>Any PHI except PHI 2910</td>
</tr>
<tr>
<td>MUL 1010 Music Appreciation</td>
<td></td>
<td>Any REL prefixed course</td>
</tr>
<tr>
<td>THE 2000 Theatre Appreciation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LIT X000 Intro to Literature</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

OR

| PHI 2010 Introduction to Philosophy   | →    | MUL 1010 Music Appreciation                                 |
|                                        |      | THE 2000 Theater Appreciation                               |
|                                        |      | Any ARH prefixed course                                     |
|                                        |      | Any HUM prefixed course except HUM 2551                     |
|                                        |      | Any MUH prefixed course                                     |
|                                        |      | LIT X000 Intro to Literature                                |

**Gen Ed: Mathematics**, 6 hours

FGC Learning Outcome: Quantitative Reasoning & Critical Thinking

Statewide Learning Outcome:
• Students will determine appropriate mathematical and computational models and methods in problem solving, and demonstrate an understanding of mathematical concepts.
• Students will apply appropriate mathematical and computational models and methods in problem solving.

Your first course toward the general education requirement in mathematics depends on your meta-major. Please refer to the list of meta-majors to determine your placement.

For Business:
College Algebra, MAC 1105 (or higher), or Elementary Statistics, STA 2023.

For Science, Technology, Engineering, and Mathematics:
College Algebra, MAC 1105 (or higher).

For all other meta-major academic pathways:
College Algebra, MAC 1105 (or higher), Math for Liberal Arts I, MGF 1106, Math for Liberal Arts II, MGF 1107, or Elementary Statistics, STA 2023.

<table>
<thead>
<tr>
<th>Choose one course listed above</th>
<th>then</th>
<th>Choose your second course from the corresponding Gen Ed group</th>
</tr>
</thead>
<tbody>
<tr>
<td>Any General Education mathematics course listed for your meta-major</td>
<td>→</td>
<td>Any General Education mathematics course</td>
</tr>
</tbody>
</table>

Gen Ed: Natural Sciences**, 6 hours to include one lab.

FGC Learning Outcome: Scientific Reasoning & Critical Thinking
State Learning Outcome:
• Students will demonstrate the ability to critically examine and evaluate scientific observation, hypothesis, or model construction, and the use of scientific method to explain the natural world.
• Students will successfully recognize and comprehend fundamental concepts, principles, and processes about the natural world.

<table>
<thead>
<tr>
<th>Choose one course from the list below</th>
<th>then</th>
<th>Choose your second course from the corresponding Gen Ed group</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSC 1005 Principles of Biology</td>
<td>→</td>
<td>AST 1002C Astronomy</td>
</tr>
<tr>
<td>BSC 2010C General Biology</td>
<td></td>
<td>EVR 1001 Intro to Environmental Science</td>
</tr>
<tr>
<td>BSC 2085 Anatomy &amp; Physiology I</td>
<td></td>
<td>PSC 1341 Physical Science</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td>Any CHM prefixed course</td>
</tr>
<tr>
<td>AST 1002C Introduction to Astronomy</td>
<td></td>
<td>Any GLY prefixed course</td>
</tr>
<tr>
<td>CHM X020 Chemistry to Lib Arts</td>
<td></td>
<td>Any PHY prefixed course</td>
</tr>
<tr>
<td>CHM 2045 General Chemistry</td>
<td></td>
<td>ESC X000 Intro to Earth Science</td>
</tr>
<tr>
<td>PHY 1020 Introduction to Physics</td>
<td></td>
<td>OR</td>
</tr>
<tr>
<td>PHY 2053C General Physics I</td>
<td></td>
<td>BOT 2010 Botany I</td>
</tr>
<tr>
<td>PHY 2048C General Physics w/ Calc I</td>
<td></td>
<td>MCB 2010 Microbiology</td>
</tr>
<tr>
<td>ESC X000 Intro to Earth Science</td>
<td></td>
<td>ZOO 2010C Zoology</td>
</tr>
<tr>
<td>EVR 1001 Intro to Environmental Science</td>
<td></td>
<td>Any BSC prefixed course except BSC 2910</td>
</tr>
</tbody>
</table>

Gen Ed: Social Science, 9 hours

FGC Learning Outcome: Information Literacy & Critical Thinking
State Learning Outcome:

- Students will demonstrate the ability to examine behavioral, social, and cultural issues from a variety of points of view.
- Students will demonstrate an understanding of basic social and behavioral science concepts and principles used in the analysis of behavioral, social, and cultural issues, past and present, local and global.

<table>
<thead>
<tr>
<th>SLS 1501 AND choose one course from the list below</th>
<th>then</th>
<th>Choose your third course from the corresponding Gen Ed group</th>
</tr>
</thead>
<tbody>
<tr>
<td>POS 1041 American Government</td>
<td>PSY 2012 General Psychology I</td>
<td></td>
</tr>
<tr>
<td>AMH 2020 United States from 1865</td>
<td>SYG 1000 Introduction to Sociology</td>
<td></td>
</tr>
<tr>
<td>ANT X000 Intro to Anthropology</td>
<td>SYG 2300 Introduction to Social Psychology</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Any DEP prefixed course</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Any ECO prefixed course</td>
<td></td>
</tr>
<tr>
<td>OR</td>
<td>AMH 2010 United States History to 1865</td>
<td></td>
</tr>
<tr>
<td>PSY 2012 General Psychology</td>
<td>AMH 2020 United States History from 1865</td>
<td></td>
</tr>
<tr>
<td>ECO 2013 Macroeconomics</td>
<td>EUH 2000 Western Civilizations I</td>
<td></td>
</tr>
<tr>
<td>SYG 1000 Introduction to Sociology</td>
<td>EUH 2001 Western Civilizations II</td>
<td></td>
</tr>
<tr>
<td></td>
<td>POS 1041 American Government</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Any ANT prefixed course</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Any WOH prefixed course</td>
<td></td>
</tr>
</tbody>
</table>

**For the mathematics and natural science core course options, the following policy should apply:**

*If a student completes a course in a subject area for which one of the general education core course options in the same subject area is a prerequisite, that student should be considered to have completed the portion of the core in that subject area. In some instances there may be courses similar in content in the general education program that are at a more advanced level, but do not include a core course as a prerequisite, in these instances the more advanced, similar course will be considered to have completed the portion of the core in that subject area.*

Electives: 24 hours

Complete 24 credit hours of courses designated as AA transferable. Any credit hour or hours a student has that exceed 36 from general education above will be credited as an “elective.” Please meet with an advisor to choose your elective classes needed for your specific educational goals for the intended transfer institution and major.

Foreign Language Requirement for Graduation

To graduate with an Associate of Arts degree you must demonstrate foreign language competencies. The Florida Department of Education has identified the competencies as successful completion of two credits of the same foreign language or American Sign Language in high school, the equivalent of completion of the elementary 2 level at the postsecondary level, or passing scores as determined by the Articulation Coordinating Committee (ACC) Credit-By-Exam Equivalencies, as adopted by the Board of Governors. A student whose native language is not English may demonstrate proficiency in their native language by one of the following:

- Submitting proof of high school graduation from an institution where the language of instruction was in the native language.
- Submitting proof of college attendance for at least one year in an institution where the language of instruction was in the native language.
- Passing an FGC approved examination.

All transcripts from foreign high schools or colleges to be considered to meet the foreign language requirement for the Associate in Arts degree must be evaluated and translated by an approved foreign credential evaluation and translation service.

FGC reserves the right to validate the foreign language competence of any student prior to awarding the Associate in Arts degree through methods including, but not limited to, review of official transcripts, portfolio and performance reviews, competency testing, standardized testing, or other methods determined by FGC that are designated to assess the foreign language competencies outlined in state rules.
### New Course Proposal

**Input Form**

<table>
<thead>
<tr>
<th>Current Course Prefix/Number</th>
<th>Proposed New Course Prefix/Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANT 2100</td>
<td>ANT 2410</td>
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<table>
<thead>
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<tr>
<td>Introduction to Archaeology</td>
<td>Cultural Anthropology</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Effective Academic Term</th>
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<tr>
<td>Fall 2015</td>
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<table>
<thead>
<tr>
<th>Current Prerequisite(s)</th>
<th>Proposed New Course Pre-requisite(s)</th>
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</thead>
<tbody>
<tr>
<td>REA 0017 and ENC 0025 with a grade of C or better or ENC 0027C with a grade of C or better or score out of appropriate placement test.</td>
<td></td>
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<table>
<thead>
<tr>
<th>Current Co-requisite(s)</th>
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<tr>
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<th>Lab Cr. Hrs.</th>
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<th>Course Type (check all that apply):</th>
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<tbody>
<tr>
<td>☑ AA</td>
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<tr>
<td>☐ AS Program</td>
</tr>
<tr>
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</tr>
<tr>
<td>☐ PSAV</td>
</tr>
<tr>
<td>☐ Bachelor</td>
</tr>
<tr>
<td>☑ Transfer</td>
</tr>
<tr>
<td>☐ Non-Transfer</td>
</tr>
<tr>
<td>☑ Elective</td>
</tr>
<tr>
<td>☑ Gordon Rule</td>
</tr>
<tr>
<td>☐ Course is Repeatable</td>
</tr>
<tr>
<td>Number of times</td>
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<table>
<thead>
<tr>
<th>College Level Skills Required:</th>
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<tbody>
<tr>
<td>☑ Writing</td>
</tr>
<tr>
<td>☐ Reading</td>
</tr>
<tr>
<td>☐ Math</td>
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<table>
<thead>
<tr>
<th>Course Description (current or proposed new course)</th>
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**Change(s) to Existing Course**

(Complete each box below where change is needed)

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If yes, please indicate: | ☑ Writing | ☐ Reading | ☐ Math |

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<tr>
<th>If Change in Lab Fee, please indicate:</th>
<th>Current fee $</th>
<th>New fee amount $</th>
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<table>
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<tr>
<th>Purpose of fee (required)</th>
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</table>

**Rationale Required** for New Course, Change in Course or Request for Course Termination

This proposal is to change these courses to the General Education Group 1 Social Science which seems to be a better fit from the course description.

**Initiator**

Brian Dopson

**Date Submitted**

2/14/14

**Required Signatures**

**Approved**

<table>
<thead>
<tr>
<th>VP, Academic Programs</th>
<th>Brian Dopson</th>
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**Approved With Changes**

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<th>Educational Affairs Committee Action</th>
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<table>
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<th>Submit to Board of Trustees</th>
<th>Yes</th>
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<tr>
<th>Vice President, Occupational Programs, Chair</th>
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</table>

**Date**

2/20/2014

3/11/2015

4/14/2015

**Attach copy of syllabus for new course proposal or for substantial changes to a course, and course inventory input form**

11
### New Course Proposal - ASL 1140

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<tr>
<th>Current Course Prefix/Number</th>
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<tr>
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### Rationale Required for New Course, Change in Course or Request for Course Termination

Foreign language is required for AA, BS and BAS. This course will provide students another choice other than Spanish for their foreign language requirement for graduation.

**Initiator**

Paula Gavin

**Date Submitted**

1/8/15

**Required Signatures**

<table>
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<td>Submit to Board of Trustees ☒ Yes ☐ No</td>
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<td>Vice President, Occupational Programs, Chair</td>
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**ATTACH COPY OF SYLLABUS FOR NEW COURSE PROPOSAL OR FOR SUBSTANTIAL CHANGES TO A COURSE, AND COURSE INVENTORY INPUT FORM**
COURSE INVENTORY INPUT FORM
(Course all items that apply)

COURSE NAME______American Sign Language I_________COURSE # ______ASL 1140__________

SPECIAL GRADING ____S/U   __X__Alpha   _____Non-Graded

____________________________________________________________________________________________________________

General Education Requirement (Mark all that apply):
_____Communications; _____ Math; _____ Group 1 Humanities; _____ Group 1 Natural Science; _____ Group 1 Social Science
_____Group 2 Humanities; _____Group 2 Natural Science; _____Group 2 Social Science

____________________________________________________________________________________________________________

PLEASE MARK THE APPROPRIATE COURSE CLASSIFICATION VALUE

1.1 Advanced and Professional
____1.11.01 Agriculture & Nat Res
____1.11.02 Architecture & Environ.
____1.11.04 Biological Science
____1.11.09 Engineering
____1.11.12 Health Professions
____1.11.19 Physical Sciences
____1.12.10 Fine & Applied Arts
____X 1.13.11 Foreign Language
____1.13.15 Letters
____1.14.08 Education
____1.15.05 Bus & Management
____1.16.07 Computer & Info Science
____1.16.17 Mathematics
____1.17.03 Area Studies
____1.17.20 Psychology
____1.17.22 Social Sciences
____1.18.06 Communications
____1.18.13 Home Economics
____1.18.14 Law
____1.18.16 Library Science
____1.18.18 Military Science
____1.18.21 Public Affairs
____1.18.23 Theology
____1.18.49 Interdisciplinary

1.2 Postsecondary Vocational
____1.21.01 Agriculture
____1.21.02 Agriculture & Natural Resources
____1.22.01 Marketing
____1.23.01 Health Occupations
____1.24.01 Family and Consumer Sciences
____1.25.01 Business
____1.26.01 Industrial
____1.27.01 Public Service

1.2 Postsecondary Adult Vocational
____1.21.02 Agriculture
____1.22.02 Marketing
____1.23.02 Health Occupations
____1.24.02 Family and Consumer Sciences
____1.25.02 Business
____1.26.02 Industrial
____1.27.02 Public Service

1.2 Continuing Workforce Ed
____1.21.03 Agriculture
____1.22.03 Marketing
____1.23.03 Health Occupations
____1.24.03 Family & Consumer Sciences
____1.25.03 Business

1.3 Adult General Education
____1.31.01 College Prep
____1.32.01 Adult Basic
____1.32.02 Adult Secondary
____1.32.03 GED Prep
____1.32.04 EAP Literacy
____1.33.00 Lifelong Learning

1.4 Community Instructional Serv
____1.42.00 Rec & Leisure

1.5 Educator Preparation Institute
____1.50.01 Educator Preparation Inst

Maximum Enrollment____25____
Total Contact Hours____60____
Attach Calculations on separate sheet
# Educational Affairs Committee Action Form

**New Course Proposal**

1. **Current Course Prefix/Number**
   - **ASL 1150**

2. **Proposed New Course Prefix/Number**
   - **American Sign Language II**

3. **Effective Academic Term**
   - **Fall, 2015**

4. **Current Prerequisite(s)**
   - **ASL 1140 – American Sign Language I with a “C” or better**

5. **Proposed New Course Prerequisite(s)**
   - **American Sign Language II**

6. **Lecture Credit Hrs.**
   - **4**

7. **PSAV Clock Hrs.**

8. **Lab Cr. Hrs.**

9. **Combination Lecture/ Lab Credit Hrs. (“C” course only)**

10. **Recommended Lab Fee Amount (new course only) Justification**

11. **Course Type**
   - **AA**
   - **AS Program**
   - **Certificate**
   - **PSAV**
   - **Bachelor**
   - **Transfer**
   - **Non-Transfer**
   - **Elective**
   - **Gordon Rule**

12. **Course Description (Current or Proposed New Course)**
   
   **THIS IS AN INTERMEDIATE LEVEL CLASS IN SIGN VOCABULARY USED BY THE DEAF COMMUNITY. THE COURSE WILL EMPHASIZE THE HISTORY AND CULTURE OF DEAFNESS IN AMERICA, AND THE LINGUISTIC STRUCTURE AND VISUAL, CONCEPTUAL VOCABULARY OF ASL. THE DEVELOPMENT OF INTERMEDIATE EXPRESSIVE AND RECEPTIVE CONVERSATIONAL SIGN LANGUAGE SKILLS WILL BE AN IMPORTANT CLASS OBJECTIVE.**

13. **Change Credit Hrs. To:**

14. **Change Course Prefix/Number To:**

15. **Change Course Title To:**

16. **Change Course Description To:**

17. **Change Prerequisite(s) To:**

18. **Change Co-requisite(s) To:**

19. **Change in College Level Skills**
   - **No**
   - **Yes**
   - **If yes, please indicate:**
     - **Writing**
     - **Reading**
     - **Math**

20. **If Change in Lab Fee, please indicate:**
   - **Current fee $**
   - **New fee amount $**

21. **Purpose of fee (required)**

22. **Rationale Required** for New Course, Change in Course or Request for Course Termination

   Foreign language is required for AA, BS and BAS. This course will provide students another choice other than Spanish for their foreign language requirement for graduation.

**Initiator**

- **Paula Gavin**

**Date Submitted**

- **1/8/15**

**Required Signatures**

<table>
<thead>
<tr>
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<td></td>
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</table>

**Attach Copy of Syllabus for New Course Proposal or for Substantial Changes to a Course, and Course Inventory Input Form**
COURSE INVENTORY INPUT FORM
(Complete all items that apply)

COURSE NAME ______ American Sign Language II _______ COURSE # ______ ASL 1150 _______

SPECIAL GRADING _____S/U   __X__Alpha   _____Non-Graded

General Education Requirement (Mark all that apply):
_____Communications;    _____ Math;    ______Group 1 Humanities; ____ Group 1 Natural Science; ____ Group 1 Social Science
_____Group 2 Humanities;    _____Group 2 Natural Science;    _____Group 2 Social Science

PLEASE MARK THE APPROPRIATE COURSE CLASSIFICATION VALUE

1.1 Advanced and Professional

__1.11.01 Agriculture & Nat Res
__1.11.02 Architecture & Environ.
__1.11.04 Biological Science
__1.11.09 Engineering
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__1.11.19 Physical Sciences
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__1.42.00 Rec & Leisure

1.5 Educator Preparation Institute

__1.50.01 Educator Preparation Inst

Maximum Enrollment __25
Total Contact Hours __60

Attach Calculations on separate sheet
EDUCATIONAL AFFAIRS COMMITTEE
ACTION FORM
☐ NEW COURSE PROPOSAL
☒ CHANGE IN COURSE PROPOSAL
☐ REQUEST FOR COURSE TERMINATION

1. ☒ Current Course Prefix/Number BSC 2011C
   ☐ Proposed New Course Prefix/Number

2. ☒ Current Course Title General Biology With Lab
   ☐ Proposed New Course Title

3. Effective Academic Term Fall 2015

4. ☒ Current Prerequisite(s) BSC 2010C
   ☐ Proposed New Course Pre-requisite(s)

5. ☐ Current Co-requisite(s)
   ☐ Proposed New Course Co-requisite(s)

6. Lecture Credit Hrs. 7. PSAV Clock Hrs.

8. Lab Cr. Hrs.

9. Combination Lecture/ Lab Credit Hrs. ("C" course only)

10. Recommended Lab Fee Amount (new course only) Justification

11. Course Type (check all that apply):
    ☒ AA ☐ AS Program ☐ Certificate ☐ PSAV ☐ Bachelor ☒ Transfer ☐ Non-Transfer ☒ Elective ☐ Gordon Rule

   ☐ Course is Repeatable Number of times

   College Level Skills Required: ☐ Writing ☐ Reading ☐ Math

12. Course Description (current or proposed new course)

CHANGE(S) TO EXISTING COURSE (complete each box below where change is needed)

13. Change Credit Hrs. To: Change Clock Hrs. To:

14. Change Course Prefix/Number To:

15. Change Course Title To:

16. Change Course Description To:

17. Change Pre-requisite(s) To:
   BSC 2010C with a “C” or better

18. Change Co-requisite(s) To:

19. Change in College Level Skills ☐ Yes ☐ No If yes, please indicate: ☐ Writing ☐ Reading ☐ Math

20. If Change in Lab Fee, please indicate: Current fee $
    New fee amount $ 21. Purpose of fee (required)

22. Rationale Required for New Course, Change in Course or Request for Course Termination
   This change would show consistency in the pre-requisite coursework for sequential courses.

Initiator Paula Gavin Date Submitted 2/23/2015

REQUIRED SIGNATURES

<table>
<thead>
<tr>
<th>VP, Academic Programs Brian Dopson</th>
<th>APPROVED</th>
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3/2/2015

3/11/2015

ATTACH COPY OF SYLLABUS FOR NEW COURSE PROPOSAL OR FOR SUBSTANTIAL CHANGES TO A COURSE, AND COURSE INVENTORY INPUT FORM
**EDUCATIONAL AFFAIRS COMMITTEE ACTION FORM**

- [ ] NEW COURSE PROPOSAL
- [x] CHANGE IN COURSE PROPOSAL
- [ ] REQUEST FOR COURSE TERMINATION

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</table>

| 4. [ ] Current Prerequisite(s) | |
| [ ] Proposed New Course Pre-requisite(s) | |

| 5. [ ] Current Co-requisite(s) | |
| [ ] Proposed New Course Co-requisite(s) | |

<table>
<thead>
<tr>
<th>6. Lecture Credit Hrs.</th>
<th>7. PSAV Clock Hrs.</th>
<th>8. Lab Cr. Hrs.</th>
<th>9. Combination Lecture/ Lab Credit Hrs. (“C” course only)</th>
<th>10. Recommended Lab Fee Amount (new course only) Justification</th>
</tr>
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<tbody>
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<table>
<thead>
<tr>
<th>11. Course Type (check all that apply):</th>
<th>AA</th>
<th>AS Program</th>
<th>Certificate</th>
<th>PSAV</th>
<th>Bachelor</th>
<th>Transfer</th>
<th>Non-Transfer</th>
<th>Elective</th>
<th>Gordon Rule</th>
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<tbody>
<tr>
<td>[ ] Yes</td>
<td>[x] No</td>
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</tbody>
</table>

College Level Skills Required: | ☐ Writing | ☐ Reading | ☐ Math |

| 12. Course Description (current or proposed new course) | |
|--------------------------------------------------------||

**CHANGE(S) TO EXISTING COURSE** (complete each box below where change is needed)

<table>
<thead>
<tr>
<th>13. Change Credit Hrs. To:</th>
<th>14. Change Course Prefix/Number To:</th>
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<table>
<thead>
<tr>
<th>15. Change Course Title To:</th>
<th>“Criminal Law and Process”</th>
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| 16. Change Course Description To: | |
|----------------------------------||

| 17. Change Pre-requisite(s) To: | |
|---------------------------------||

| 18. Change Co-requisite(s) To: | |
|--------------------------------||

<table>
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<tr>
<th>19. Change in College Level Skills</th>
<th>☐ Yes</th>
<th>☒ No</th>
<th>If yes, please indicate:</th>
<th>☐ Writing</th>
<th>☐ Reading</th>
<th>☐ Math</th>
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<table>
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<tr>
<th>20. If Change in Lab Fee, please indicate:</th>
<th>Current fee $</th>
<th>New fee amount $</th>
</tr>
</thead>
</table>

| 21. Purpose of fee (required) | |
|------------------------------||

22. **Rationale Required** for New Course, Change in Course or Request for Course Termination: The new name reflects the true nature of the course. The new name should attract more students from within AA and AS programs and also possibly some students who are interested in the course as an elective. The overall goal for the name change is to boost enrollment in the course.

Initiator Sean McMahon

Date Submitted February 3, 2015

**REQUIRED SIGNATURES**

<table>
<thead>
<tr>
<th>VP, Academic Programs</th>
<th>Brian Dapson</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved</td>
<td>XX</td>
</tr>
</tbody>
</table>

| VP, Occupational Programs | |
|---------------------------||
| Approved with Changes | |
| Not Approved | |

<table>
<thead>
<tr>
<th>Submit to Board of Trustees</th>
<th>☒ Yes</th>
<th>☐ No</th>
</tr>
</thead>
</table>

Vice President, Occupational Programs, Chair

ATTACH COPY OF SYLLABUS FOR NEW COURSE PROPOSAL OR FOR SUBSTANTIAL CHANGES TO A COURSE, AND COURSE INVENTORY INPUT FORM
EDUCATIONAL AFFAIRS COMMITTEE
ACTION FORM
☐ NEW COURSE PROPOSAL
☒ CHANGE IN COURSE PROPOSAL
☐ REQUEST FOR COURSE TERMINATION

<table>
<thead>
<tr>
<th>1. ☒ Current Course Prefix/Number</th>
<th>CJL 2101</th>
<th>2. ☒ Current Course Title</th>
<th>CRIMINAL LAW 2</th>
<th>3. Effective Academic Term</th>
<th>Fall 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Proposed New Course Prefix/Number</td>
<td></td>
<td>☐ Proposed New Course Title</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. ☐ Current Prerequisite(s)</td>
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<td>5. ☐ Current Co-requisite(s)</td>
<td></td>
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<tr>
<td>☐ Proposed New Course Pre-requisite(s)</td>
<td></td>
<td>☐ Proposed New Course Co-requisite(s)</td>
<td></td>
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<tr>
<td>6. Lecture Credit Hrs. 3</td>
<td>7. PSAV Clock Hrs.</td>
<td>8. Lab Cr. Hrs.</td>
<td>9. Combination Lecture/ Lab Credit Hrs. (&quot;C&quot; course only)</td>
<td>10. Recommended Lab Fee Amount (new course only) Justification</td>
<td>11. Course Type (check all that apply):</td>
</tr>
<tr>
<td>17. Change Pre-requisite(s) To:</td>
<td>18. Change Co-requisite(s) To:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19. Change in College Level Skills ☐ Yes ☒ No If yes, please indicate: ☐ Writing ☐ Reading ☐ Math</td>
<td>20. If Change in Lab Fee, please indicate: Current fee $</td>
<td>New fee amount $</td>
<td>21. Purpose of fee (required)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>22. Rationale Required for New Course, Change in Course or Request for Course Termination – The current name “Criminal Law 2” is confusing to students. It seems to indicate a prerequisite, “Criminal Law 1” which does not exist – and, in fact, there is no prerequisite for the course. By focusing the name simply to “Criminal Law” it is hoped that more students will enroll in the course for AS program requirements, for AA transfer degrees, and out of general interest as an elective.</td>
<td></td>
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Initiator Sean McMahon
Date Submitted February 3, 2015

<table>
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<tr>
<th>REQUIRED SIGNATURES</th>
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<td>3/2/2015</td>
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<tr>
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<tr>
<td>Educational Affairs Committee Action</td>
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<td>3/11/2015</td>
</tr>
<tr>
<td>Submit to Board of Trustees ☒ Yes ☐ No</td>
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<td></td>
<td>4/14/2015</td>
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<tr>
<td>Vice President, Occupational Programs, Chair</td>
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ATTACH COPY OF SYLLABUS FOR NEW COURSE PROPOSAL OR FOR SUBSTANTIAL CHANGES TO A COURSE, AND COURSE INVENTORY INPUT FORM
**EDUCATIONAL AFFAIRS COMMITTEE ACTION FORM**

- ☒ NEW COURSE PROPOSAL
- ☑ CHANGE IN COURSE PROPOSAL
- ☐ REQUEST FOR COURSE TERMINATION

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<tr>
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<tbody>
<tr>
<td>1.</td>
<td>☑ Current Course Prefix/Number</td>
<td>ECO 2013</td>
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<td>☐ Proposed New Course Prefix/Number</td>
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<td>2.</td>
<td>☑ Current Course Title</td>
<td>Macroeconomics</td>
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<td>☐ Proposed New Course Title</td>
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<td>3.</td>
<td>Effective Academic Term</td>
<td>Fall 2015</td>
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<td>4.</td>
<td>☐ Current Prerequisite(s)</td>
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<td>☐ Proposed New Course Pre-requisite(s)</td>
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<tr>
<td>5.</td>
<td>☐ Current Co-requisite(s)</td>
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<td></td>
<td>☐ Proposed New Course Co-requisite(s)</td>
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<tr>
<td>6.</td>
<td>Lecture Credit Hrs.</td>
<td>7. PSAV Clock Hrs.</td>
<td>8. Lab Cr. Hrs.</td>
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<td>9.</td>
<td>Combination Lecture Lab Credit Hrs. (“C” course only)</td>
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<td>10.</td>
<td>Recommended Lab Fee Amount (new course only) Justification</td>
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</table>

11. Course Type (check all that apply):
- ☒ AA
- ☐ AS Program
- ☐ Certificate
- ☐ PSAV
- ☐ Bachelor
- ☐ Transfer
- ☐ Non-Transfer
- ☐ Elective
- ☒ Gordon Rule
- ☐ Course is Repeatable
- Number of times STEM ☒ Yes ☐ No

College Level Skills Required:
- ☒ Writing
- ☒ Reading
- ☐ Math

12. Course Description (current or proposed new course)
The study of economics principles, analysis of national income, national production and distribution, money and banking, and public finance.

<table>
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<tr>
<th>Change(S) TO EXISTING COURSE</th>
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<tbody>
<tr>
<td>13. Change Credit Hrs. To:</td>
<td>T4. Change Course Prefix/Number To:</td>
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</tr>
<tr>
<td>Change Clock Hrs. To:</td>
<td>15. Change Course Title To:</td>
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</table>

14. Change Course Description To:
The study of economics principles, analysis of national income, national production and distribution, money and banking, public finance, and financial literacy.

16. Change Pre-requisite(s) To:
18. Change Co-requisite(s) To:

19. Change in College Level Skills ☐ Yes ☐ No  If yes, please indicate: ☐ Writing ☐ Reading ☐ Math

20. If Change in Lab Fee, please indicate:  Current fee $  New fee amount $ 21. Purpose of fee (required)

22. **Nationale Required** for New Course, Change in Course or Request for Course Termination
Starting in Fall 2015 all students enrolled in a Florida high school must meet financial literacy standards for graduation. The state requirement was that content should include, but is not limited to, currency, banking, and monetary policy, the fundamental concepts relevant to the major economic systems, the global market and economy, major economic theories and economists, the role and influence of the government and fiscal policies, economic measurements, tools, and methodology, financial and investment markets, and the business cycle. To meet the needs of these students who are dual enrolled in our economics classes, FGC has added this financial literacy to the ECO 2013 class which already covered most of these items.

Initiator Paula Gavin  DateSubmitted 2/3/2015

<table>
<thead>
<tr>
<th>REQUIRED SIGNATURES</th>
<th>APPROVED</th>
<th>APPROVED WITH CHANGES</th>
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<td>3/11/2015</td>
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<td>Submit to Board of Trustees ☐ Yes ☒ No</td>
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<tr>
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**ATTACH COPY OF SYLLABUS FOR NEW COURSE PROPOSAL OR FOR SUBSTANTIAL CHANGES TO A COURSE, AND COURSE INVENTORY INPUT FORM**
**EDUCATIONAL AFFAIRS COMMITTEE ACTION FORM**

| 1. | ☒ Current Course Prefix/Number: HUM2210 |
| 2. | ☒ Current Course Title: Prehistory to the Renaissance |
| 3. | Effective Term: Fall 2015 |

| 4. | ☐ Current Prerequisite(s) |
| 5. | ☐ Current Co-requisite(s) |

<table>
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<tr>
<th>6. Lecture Credit Hrs.:</th>
<th>7. PSAV Clock Hrs.:</th>
<th>8. Lab Cr. Hrs.:</th>
<th>9. Combination Lecture/ Lab Credit Hrs. (&quot;C&quot; course only)</th>
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<table>
<thead>
<tr>
<th>11. Course Type (check all that apply):</th>
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<tbody>
<tr>
<td>☑ AA</td>
<td>☐ AS Program</td>
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<tr>
<td>☐ Course is Repeatable</td>
<td>Number of times</td>
</tr>
<tr>
<td>STEM</td>
<td>☐ Yes</td>
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</table>

College Level Skills Required: ☑ Writing ☑ Reading ☐ Math

| 12. Course Description (current or proposed new course): | This course provides a detailed overview of humanity’s achievements - including information on historical, political, economic, scientific, theological, literary, artistic, and musical trends - in Prehistory, the Ancient World, the Classical World, the Roman World, the Middle Ages, and the Renaissance. |

<table>
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<tr>
<th>CHANGE(S) TO EXISTING COURSE</th>
<th>(complete each box below where change is needed)</th>
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<td>13. Change Credit Hrs. To:</td>
<td>14. Change Course Prefix/Number To:</td>
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<tr>
<td>15. Change Course Title To:</td>
<td>World Humanities: Prehistory to 1400 C.E.</td>
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</table>

| 16. Change Course Description To: | Provides a historical overview of humanity’s cultural achievements, including interrelationships among the arts, politics, religion, philosophy, and science, in both Western and non-Western cultures from Prehistory to 1400 C.E. |
| 17. Change Pre-requisite(s) To: | 18. Change Co-requisite(s) To: |

| 19. Change in College Level Skills | ☐ Yes | ☐ No | If yes, please indicate: ☑ Writing ☐ Reading ☐ Math |
| 20. If Change in Lab Fee, please indicate: | Current fee $ | New fee amount $ | 21. Purpose of fee (required) |

| 22. Rationale Required for New Course, Change in Course or Request for Course Termination | Allows for a more in-depth study of the respective time period and its culture. |

**Initiator:** Dr. Frederick Key Smith  
**Date Submitted:** March 3, 2015

**REQUIRED SIGNATURES**

| VP, Academic Programs: Brian G. Digos | APPROVED | XX | 3/2/2015 |
| VP, Occupational Programs | APPROVED WITH CHANGES | 3/11/2015 |
| Educational Affairs Committee Action | NOT APPROVED | 4/14/2015 |
| Submit to Board of Trustees | ☑ Yes | ☐ No |
| Vice President, Occupational Programs, Chair | | | |

20
EDUCATIONAL AFFAIRS COMMITTEE
ACTION FORM

1. ☒ Current Course Prefix/Number: HUM2230
   ☐ Proposed New Course Prefix/Number

2. ☒ Current Course Title: Renaissance to Modern Times
   ☐ Proposed New Course Title

3. Effective Term: Fall 2015

4. ☐ Current Prerequisite(s)
   ☐ Proposed New Course Pre-requisite(s)

5. ☐ Current Co-requisite(s)
   ☐ Proposed New Course Co-requisite(s)

6. Lecture Credit Hrs.: 7. PSAV Clock Hrs. 8. Lab Cr. Hrs.

9. Combination Lecture/ Lab Credit Hrs. (*C* course only)

10. Recommended Lab Fee Amount (new course only) Justification

11. Course Type (check all that apply):
    ☒ AA ☐ AS Program ☐ Certificate ☐ PSAV ☐ Bachelor ☐ Transfer ☐ Non-Transfer ☒ Elective ☒ Gordon Rule
    ☐ Course is Repeatable Number of times
    ☐ STEM ☒ Yes ☐ No

12. Course Level Skills Required: ☒ Writing ☒ Reading ☐ Math

College Level Skills Required:

13. Change Credit Hrs. To:
14. Change Course Prefix/Number To:
15. Change Course Title To:

16. Change Course Description To: Provides a historical overview of humanity’s cultural achievements, including interrelationships among the arts, politics, religion, philosophy, and science, in both Western and non-Western cultures from 1400 to 1800 C.E.

17. Change Pre-requisite(s) To:
18. Change Co-requisite(s) To:

19. Change in College Level Skills ☐ Yes ☐ No If yes, please indicate: ☐ Writing ☐ Reading ☐ Math

20. If Change in Lab Fee, please indicate: Current fee $ New fee amount $ 21. Purpose of fee (required)

22. Rationale Required for New Course, Change in Course or Request for Course Termination

   Allows for a more in-depth study of the respective time period and its culture.

Initiator: Dr. Frederick Key Smith
Date Submitted: March 3, 2015

<table>
<thead>
<tr>
<th>REQUIRED SIGNATURES</th>
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<tr>
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<td>Submit to Board of Trustees ☒ Yes ☐ No</td>
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<tr>
<td>Vice President, Occupational Programs, Chair</td>
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</table>
EDUCATIONAL AFFAIRS COMMITTEE
ACTION FORM
☐ NEW COURSE PROPOSAL
☒ CHANGE IN COURSE PROPOSAL
☐ REQUEST FOR COURSE TERMINATION

1. ☒ Current Course Prefix/Number MAT 1033
   ☐ Proposed New Course Prefix/Number

2. ☒ Current Course Title Intermediate Algebra
   ☐ Proposed New Course Title

3. ☒ Effective Academic Term Fall 2015
   ☐ Request for Course Termination

4. ☒ Current Prerequisite(s)
   ☐ Proposed New Course Pre-requisite(s)

5. ☐ Current Co-requisite(s)
   ☐ Proposed New Course Co-requisite(s)

6. Lecture Credit Hrs. 3
7. PSAV Clock Hrs. 7
8. Lab Cr. Hrs. 8
9. Combination Lecture/ Lab Credit Hrs. ("C" course only) 10. Recommended Lab Fee Amount (new course only) Justification

11. Course Type (check all that apply):
   ☒ AA  ☐ AS Program  ☐ Certificate  ☐ PSAV  ☐ Bachelor  ☐ Transfer  ☐ Non-Transfer  ☒ Elective  ☐ Gordon Rule
   ☐ Course is Repeatable Number of times STEEN ☒ Yes  ☐ No

college Level Skills Required: ☐ Writing  ☐ Reading  ☐ Math

12. Course Description (current or proposed new course)

CHANGE(S) TO EXISTING COURSE (complete each box below where change is needed)

13. Change Credit Hrs. To: 4
    Change Clock Hrs. To:

14. Change Course Prefix/Number To:
15. Change Course Title To:

16. Change Course Description To:

17. Change Pre-requisite(s) To:
18. Change Co-requisite(s) To:

19. If Change in College Level Skills ☐ Yes  ☒ No
    If yes, please indicate: ☐ Writing  ☐ Reading  ☐ Math

20. If Change in Lab Fee, please indicate: Current fee $ New fee amount $ 21. Purpose of fee (required)

22. Rationale Required for New Course, Change in Course or Request for Course Termination
Due to changes in law, exempt students can enter MAT 1033 directly without any required placement tests. Fall 2014 data show that 75.7% of those who attempted a first day diagnostic in MAT 1033 (based on prerequisite concepts) scored below 70%. With such a wide disparity in student readiness for MAT 1033, additional in class remediation is necessary. Math faculty have discussed the need for more time in class to support a wider variety of students via cooperative learning, student discovery, active questioning, use of technology, and formative assessment opportunities. No additional content beyond MAT 1033 will be added to the curriculum, but time could be spent bringing students with deficiencies up to the MAT 1033 level by infusing MAT 0018/MAT 0028 concepts into the class content based on student needs. Neighboring institutions (SFC and FSCJ) have a 4-credit MAT 1033.

Initiator Matthew Peace
Date Submitted 1.28.15

REQUIRED SIGNATURES

APPROVED
APPROVED WITH
NOT
DATE

VP, Academic Programs Brian Dopson  XX  3/2/2015

VP, Occupational Programs

Educational Affairs Committee Action  3/11/2015

Submit to Board of Trustees ☐ Yes  ☐ No  4/14/2015

Vice President, Occupational Programs, Chair

ATTACH COPY OF SYLLABUS FOR NEW COURSE PROPOSAL OR FOR SUBSTANTIAL CHANGES TO A COURSE, AND COURSE INVENTORY INPUT FORM

22
COURSE INVENTORY INPUT FORM
(Complete all items that apply)

COURSE NAME ____________________________ COURSE # _________ MAT 1033

SPECIAL GRADING ☐ S/U  ☑ Alpha  ☐ Non-Graded

General Education Requirement (Mark all that apply):
☐ Communications; ☑ Math; ☐ Group 1 Humanities; ☐ Group 1 Natural Science; ☐ Group 1 Social Science
☐ Group 2 Humanities; ☐ Group 2 Natural Science; ☐ Group 2 Social Science

PLEASE MARK THE APPROPRIATE COURSE CLASSIFICATION VALUE

1.1 Advanced and Professional
☐ 1.11.01 Agriculture & Nat Res
☐ 1.11.02 Architecture & Environ.
☐ 1.11.04 Biological Science
☐ 1.11.09 Engineering
☐ 1.11.12 Health Professions
☐ 1.11.19 Physical Sciences
☐ 1.12.10 Fine & Applied Arts
☐ 1.13.11 Foreign Language
☐ 1.13.15 Letters
☐ 1.14.08 Education
☐ 1.15.05 Bus & Management
☐ 1.16.07 Computer & Info Science
☑ 1.16.17 Mathematics
☐ 1.17.03 Area Studies
☐ 1.17.20 Psychology
☐ 1.17.22 Social Sciences
☐ 1.18.06 Communications
☐ 1.18.13 Home Economics
☐ 1.18.14 Law
☐ 1.18.16 Library Science
☐ 1.18.18 Military Science
☐ 1.18.21 Public Affairs
☐ 1.18.23 Theology
☐ 1.18.49 Interdisciplinary

1.2 Postsecondary Vocational
☐ 1.21.01 Agriculture
☐ 1.22.01 Marketing
☐ 1.23.01 Health Occupations
☐ 1.24.01 Family and Consumer Sci
☐ 1.25.01 Business
☐ 1.26.01 Industrial
☐ 1.27.01 Public Service

1.2 Postsecondary Adult Vocational
☐ 1.21.02 Agriculture
☐ 1.22.02 Marketing
☐ 1.23.02 Health Occupations
☐ 1.24.02 Family and Consumer Sci
☐ 1.25.02 Business
☐ 1.26.02 Industrial
☐ 1.27.02 Public Service

1.2 Continuing Workforce Ed
☐ 1.21.03 Agriculture
☐ 1.22.03 Marketing
☐ 1.23.03 Health Occupations
☐ 1.24.03 Family & Consumer Sci
☐ 1.25.03 Business
☐ 1.26.03 Industrial

☐ 1.27.03 Public Service

1.3 Adult General Education
☐ 1.31.01 College Prep
☐ 1.31.02 Vocational Prep
☐ 1.31.03 EAP College Prep
☐ 1.31.04 EAP Vocational Prep
☐ 1.32.01 Adult Basic
☐ 1.32.02 Adult Secondary
☐ 1.32.03 GED Prep
☐ 1.32.04 EAP Literacy
☐ 1.33.00 Lifelong Learning

1.4 Community Instructional Serv
☐ 1.42.00 Rec & Leisure

1.5 Educator Preparation Institute
☐ 1.50.01 Educator Preparation Inst

Maximum Enrollment __25__
Total Contact Hours __60__

Attach Calculations on separate sheet
# Educational Affairs Committee Action Form

## New Course Proposal

### 1. Current Course Prefix/Number

- **Proposed New Course Prefix/Number**

  MGF 1100

### 2. Current Course Title

- **Proposed New Course Title**

  Quantitative Literacy

### 3. Effective Academic Term

- **Fall 2015**

### 4. Current Prerequisite(s)

- **Proposed New Course Pre-requisite(s)**

  MAT 0018 with a “C” or better or satisfactory placement test score or exempt from developmental education.

### 5. Current Co-requisite(s)

- **Proposed New Course Co-requisite(s)**

### 6. Lecture Credit Hrs.

- **3**

### 7. PSAV Clock Hrs.

### 8. Lab Cr. Hrs.

### 9. Combination Lecture/ Lab Credit Hrs. ("C" course only)

### 10. Recommended Lab Fee Amount (new course only)

### 11. Course Type (check all that apply):

- **AA**
- **AS Program**
- **Certificate**
- **PSAV**
- **Bachelor**
- **Transfer**
- **Non-Transfer**
- **Elective**
- **Gordon Rule**

- **Course is Repeatable**
- **Number of times**

### 12. College Level Skills Required:

- **Writing**
- **Reading**
- **Math**

### 13. Change Credit Hrs. To:

### 14. Change Course Prefix/Number To:

### 15. Change Course Title To:

### 16. Change Course Description To:

### 17. Change Pre-requisite(s) To:

### 18. Change Co-requisite(s) To:

### 19. Change in College Level Skills

- **Yes**
- **No**

- **If yes, please indicate:**

  - **Writing**
  - **Reading**
  - **Math**

### 20. If Change in Lab Fee, please indicate:

- **Current fee $**
- **New fee amount $**

### 21. Purpose of fee (required)

### 22. Rationale Required for New Course, Change in Course or Request for Course Termination

A new course is designed to prepare you for successful completion of MGF 1106 or MGF 1107 only, and is NOT a prerequisite course for MAC 1105 or STA 2023. This course touches on number sense, solving linear equations, problem solving, graphing, quantitative reasoning, and spatial reasoning.

## Change(s) to Existing Course

### 13. Change Credit Hrs. To:

### 14. Change Course Prefix/Number To:

### 15. Change Course Title To:

### 16. Change Course Description To:

### 17. Change Pre-requisite(s) To:

### 18. Change Co-requisite(s) To:

### 19. Change in College Level Skills

- **Yes**
- **No**

- **If yes, please indicate:**

  - **Writing**
  - **Reading**
  - **Math**

### 20. If Change in Lab Fee, please indicate:

- **Current fee $**
- **New fee amount $**

### 21. Purpose of fee (required)

### 22. Rationale Required for New Course, Change in Course or Request for Course Termination

A new course is to prepare students for MGF 1106 and MGF 1107 and will be offered as an alternative pre-requisite to those courses.

**Initiator**

Paula Gavin

**Date Submitted** 2/23/2015

**VP, Academic Programs** Brian Dopson

**VP, Occupational Programs**

**Educational Affairs Committee Action**

**Submit to Board of Trustees** Yes No

**Vice President, Occupational Programs, Chair**

**ATTACH COPY OF SYLLABUS FOR NEW COURSE PROPOSAL OR FOR SUBSTANTIAL CHANGES TO A COURSE, AND COURSE INVENTORY INPUT FORM**
COURSE INVENTORY INPUT FORM
(Complete all items that apply)

COURSE NAME__ Quantitative Literacy ___________ COURSE # ___________ MGF 1100 ___________

SPECIAL GRADING  ☐ S/U  ☒ Alpha  ☐ Non-Graded

General Education Requirement (Mark all that apply):
☐ Communications;  ☐ Math;  ☐ Group 1 Humanities;  ☐ Group 1 Natural Science;  ☐ Group 1 Social Science
☐ Group 2 Humanities;  ☐ Group 2 Natural Science;  ☐ Group 2 Social Science

PLEASE MARK THE APPROPRIATE COURSE CLASSIFICATION VALUE

1.1 Advanced and Professional
☐ 1.11.01 Agriculture & Nat Res  ☐ 1.11.02 Architecture & Environ.
☐ 1.11.04 Biological Science  ☐ 1.11.09 Engineering
☐ 1.11.12 Health Professions  ☐ 1.11.19 Physical Sciences
☐ 1.12.10 Fine & Applied Arts  ☐ 1.13.11 Foreign Language
☐ 1.13.15 Letters  ☐ 1.14.08 Education
☐ 1.15.05 Bus & Management  ☐ 1.16.07 Computer & Info Science
☒ 1.16.17 Mathematics  ☐ 1.17.03 Area Studies
☐ 1.17.20 Psychology  ☐ 1.17.22 Social Sciences
☐ 1.18.06 Communications  ☐ 1.18.13 Home Economics
☐ 1.18.14 Law  ☐ 1.18.16 Library Science
☐ 1.18.18 Military Science  ☐ 1.18.21 Public Affairs
☐ 1.18.23 Theology  ☐ 1.18.49 Interdisciplinary

1.2 Postsecondary Vocational
☐ 1.21.01 Agriculture  ☐ 1.22.01 Marketing
☐ 1.22.02 Marketing  ☐ 1.23.01 Health Occupations
☐ 1.23.02 Health Occupations  ☐ 1.24.01 Family and Consumer Sci
☐ 1.24.02 Family and Consumer Sci  ☐ 1.25.01 Business
☐ 1.25.02 Business  ☐ 1.26.01 Industrial
☐ 1.26.02 Industrial  ☐ 1.27.01 Public Service
☐ 1.27.02 Public Service  ☐ 1.28.03 Industrial

1.2 Postsecondary Adult Vocational
☐ 1.21.02 Agriculture  ☐ 1.22.02 Marketing
☐ 1.22.02 Marketing  ☐ 1.23.02 Health Occupations
☐ 1.23.02 Health Occupations  ☐ 1.24.02 Family and Consumer Sci
☐ 1.24.02 Family and Consumer Sci  ☐ 1.25.02 Business
☐ 1.25.02 Business  ☐ 1.26.02 Industrial
☐ 1.26.02 Industrial  ☐ 1.27.02 Public Service

1.2 Continuing Workforce Ed
☐ 1.21.03 Agriculture  ☐ 1.22.03 Marketing
☐ 1.22.03 Marketing  ☐ 1.23.03 Health Occupations
☐ 1.23.03 Health Occupations  ☐ 1.24.03 Family & Consumer Sci
☐ 1.24.03 Family & Consumer Sci  ☐ 1.25.03 Business
☐ 1.25.03 Business

☐ 1.26.03 Industrial
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1.3 Adult General Education
☐ 1.31.01 College Prep  ☐ 1.31.02 Vocational Prep
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☐ 1.33.00 Lifelong Learning

1.4 Community Instructional Serv
☐ 1.42.00 Rec & Leisure

1.5 Educator Preparation Institute
☐ 1.50.01 Educator Preparation Inst

Maximum Enrollment __25__
Total Contact Hours __45__

Attach Calculations on separate sheet
## Educational Affairs Committee Action Form

### NEW COURSE PROPOSAL

| 1. | Current Course Prefix/Number | MGF 1106 | Proposed New Course Prefix/Number | 2. | Current Course Title | Math for Liberal Arts I | Proposed New Course Title |

| 3. | Effective Academic Term | Fall 2015 |

| 4. | Current Prerequisite(s) | A grade of C or higher in MAT 1033 or an appropriate placement score. | Proposed New Course Prerequisite(s) | 5. | Current Co-requisite(s) | Proposed New Course Co-requisite(s) |

| 6. | Lecture Credit Hrs. | 7. | PSAV Clock Hrs. | 8. | Lab Cr. Hrs. | 9. | Combination Lecture/ Lab Credit Hrs. ("C" course only) | 10. | Recommended Lab Fee Amount (new course only) Justification |

| 11. | Course Type (check all that apply): | | | | | | | | |

- [ ] AA
- [ ] AS Program
- [ ] Certificate
- [ ] PSAV
- [ ] Bachelor
- [ ] Transfer
- [ ] Non-Transfer
- [ ] Elective
- [ ] Gordon Rule

| 11. | Course is Repeatable | Number of times | STEM | Yes | No |

| 12. | Course Description (current or proposed new course) |

### Change(s) to Existing Course

(complete each box below where change is needed)

| 13. | Change Credit Hrs. To: | 14. | Change Course Prefix/Number To: | 15. | Change Course Title To: |

| 16. | Change Course Description To: |

| 17. | Change Prerequisite(s) To: | 18. | Change Co-requisite(s) To: | 19. | Change in College Level Skills | Yes | No |

If yes, please indicate:
- [ ] Writing
- [ ] Reading
- [ ] Math

| 20. | If Change in Lab Fee, please indicate: | Current fee | New fee amount |

| 21. | Purpose of fee (required) |

### Rationale Required

For New Course, Change in Course or Request for Course Termination

Adding new course as a pre-requisite to better prepare students for MGF 1106

Initiator: Paula Gavin

Date Submitted: 2/23/2015

### Required Signatures

| VP, Academic Programs | Brian Dopson | Approved | Approved with Changes |

| 3/2/2015 |

| VP, Occupational Programs |

| Educational Affairs Committee Action |

| 3/11/2014 |

| Submit to Board of Trustees | Yes | No |

| Vice President, Occupational Programs, Chair |

### Attach Copy of Syllabus for New Course Proposal or for Substantial Changes to a Course, and Course Inventory Input Form

26
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<td>Course Description (current or proposed new course)</td>
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**CHANGE(S) TO EXISTING COURSE** (complete each box below where change is needed)

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Adding new course as a pre-requisite to better prepare students for MGF 1107.

Initiator
Paula Gavin

Date Submitted 2/23/2015

**REQUIRED SIGNATURES**

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<td>Vice President, Occupational Programs, Chair</td>
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**NOTE**
ATTACH COPY OF SYLLABUS FOR NEW COURSE PROPOSAL OR FOR SUBSTANTIAL CHANGES TO A COURSE, AND COURSE INVENTORY INPUT FORM
EDUCATIONAL AFFAIRS COMMITTEE  
ACTION FORM

1. ☒ Current Course Prefix/Number  
   Proposed New Course Prefix/Number  MUH 2019

2. ☒ Current Course Title  
   Proposed New Course Title  
   History of American Popular Music

3. Effective Academic Term  
   Fall 2015

4. ☐ Current Prerequisite(s)  
   ☒ Proposed New Course Pre-requisite(s)  
   REA 0017 and ENC 0025 with a grade of C or better or ENC 0027C with a grade of C or better or score out on appropriate placement test.

5. ☐ Current Co-requisite(s)  
   ☐ Proposed New Course Co-requisite(s)

6. Lecture Credit Hrs.  
   3

7. PSAV Clock Hrs.

8. Lab Cr. Hrs.

9. Combination Lecture/ Lab Credit Hrs. ("C" course only)

10. Recommended Lab Fee Amount (new course only) Justification

11. Course Type (check all that apply):  
   ☒ AA  ☐ AS Program  ☐ Certificate  ☒ PSAV  ☒ Bachelor  ☒ Transfer  ☒ Non-Transfer  ☒ Elective  ☒ Gordon Rule

   ☐ Course is Repeatable  
   Number of times

   STEM ☐ Yes  ☒ No

   College Level Skills Required:  
   ☒ Writing  ☒ Reading  ☐ Math

12. Course Description (current or proposed new course)  
   This course is an introduction to American Popular music from the late 19th Century to the recent past. No music performance skills are required
   This course concerns both cultural awareness and critical thinking skills, as detailed in the following learning outcomes that each student should meet by the end of the course:
   1) Students will demonstrate the ability to synthesize readings, audio examples, group discussions, and other course material resulting in a logical and coherent understanding of the given topic.
   2) Students will begin to develop the necessary skills to both objectively analyze and subjectively appreciate select various works of American Popular music based on repeated listening.
   3) Students will demonstrate the ability to provide a basic analysis and interpretation of select works of music by discussing their major elements using the appropriate vocabulary.
   4) Students will demonstrate the ability to recognize and/or identify stylistic traits, major themes, cultural significance, and social function of select works of American Popular music.
   5) Topics for study and discussion will include (A) musical instruments and performance techniques, (B) singing styles and related vocal techniques, (C) genres and forms, and (D) aspects of culture, society, history and geography as they relate to the music of the United States in that era.

CHANG(E(S) TO EXISTING COURSE  (complete each box below where change is needed)

13. Change Credit Hrs. To:
14. Change Course Prefix/Number To:

15. Change Course Title To:

16. Change Course Description To:

17. Change Pre-requisite(s) To:

18. Change Co-requisite(s) To:

19. Change in College Level Skills ☐ Yes  ☐ No  
If yes, please indicate:  ☐ Writing  ☐ Reading  ☐ Math

20. If Change in Lab Fee, please indicate:  
   Current fee $  
   New fee amount $  

21. Purpose of fee (required)

22. Rationale Required for New Course, Change in Course or Request for Course Termination
   This course is intended for non-music majors and music majors alike. The subject of American Popular music is one filled with many familiar topics and themes that make the content more relatable. This course coincides with AMH 2020 as the catalysts for musical evolution often reflects major events in history.

Initiator  
Paul Keck

Date Submitted  
February 3, 2015

REQUIRED SIGNATURES  
APPROVED  
APPROVED WITH CHANGES  
NOT APPROVED  
DATE

VP, Academic Programs  Brian Dopson  
XX  
3/2/2015
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<td>Submit to Board of Trustees  ☒ Yes ☐ No</td>
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</tbody>
</table>

ATTACH COPY OF SYLLABUS FOR NEW COURSE PROPOSAL OR FOR SUBSTANTIAL CHANGES TO A COURSE, AND COURSE INVENTORY INPUT FORM

3/11/2015
4/14/2015
COURSE INVENTORY INPUT FORM
(Complete all items that apply)

COURSE NAME__ History of American Popular Music ___     COURSE # __MUH 2019 _____

SPECIAL GRADING  ☐  S/U  ☒  Alpha  ☐  Non-Graded

General Education Requirement (Mark all that apply):
☐ Communications;  ☐ Math;  ☒  Group 1 Humanities;  ☐ Group 1 Natural Science;  ☐ Group 1 Social Science
☐ Group 2 Humanities;  ☐ Group 2 Natural Science;  ☐ Group 2 Social Science

PLEASE MARK THE APPROPRIATE COURSE CLASSIFICATION VALUE

1.1 Advanced and Professional
☐ 1.11.01 Agriculture & Nat Res
☐ 1.11.02 Architecture & Environ.
☐ 1.11.04 Biological Science
☐ 1.11.09 Engineering
☐ 1.11.12 Health Professions
☐ 1.11.19 Physical Sciences
☒ 1.12.10 Fine & Applied Arts
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☐ 1.18.14 Law
☐ 1.18.16 Library Science
☐ 1.18.18 Military Science
☐ 1.18.21 Public Affairs
☐ 1.18.23 Theology
☐ 1.18.49 Interdisciplinary

1.2 Postsecondary Vocational
☐ 1.21.01 Agriculture
☐ 1.22.01 Marketing
☐ 1.23.01 Health Occupations
☐ 1.24.01 Family and Consumer Sci
☐ 1.25.01 Business
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☐ 1.27.01 Public Service

1.2 Postsecondary Adult Vocational
☐ 1.21.02 Agriculture
☐ 1.22.02 Marketing
☐ 1.23.02 Health Occupations
☐ 1.24.02 Family and Consumer Sci
☐ 1.25.02 Business
☐ 1.26.02 Industrial
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1.2 Continuing Workforce Ed
☐ 1.21.03 Agriculture
☐ 1.22.03 Marketing
☐ 1.23.03 Health Occupations
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☐ 1.33.00 Lifelong Learning

1.4 Community Instructional Serv
☐ 1.42.00 Rec & Leisure

1.5 Educator Preparation Institute
☐ 1.50.01 Educator Preparation Inst

Maximum Enrollment __25___
Total Contact Hours __45___
Attach Calculations on separate sheet
# NEW COURSE PROPOSAL

**Proposed New Course Prefix/Number**: MUS 1301  
**Proposed New Course Title**: Fundamentals of Music  
**Effective Academic Term**: Fall 2015

- **Current Prerequisite(s)**:  
- **Proposed New Course Pre-requisite(s)**:  
- **Current Co-requisite(s)**:  
- **Proposed New Course Co-requisite(s)**:  
- **Lecture Credit Hrs.**: 3  
- **PSAV Clock Hrs.**:  
- **Lab Cr. Hrs.**:  
- **Combination Lecture/ Lab Credit Hrs. ("C" course only)**:  
- **Recommended Lab Fee Amount (new course only)**:  
- **Course Type (check all that apply)**:  
- **Current Course Prefix/Number**:  
- **Proposed New Course Prefix/Number**:  
- **Current Course Title**:  
- **Proposed New Course Title**:  
- **College Level Skills Required**:  
- **Writing**:  
- **Reading**:  
- **Math**:  
- **Course is Repeatable**:  
- **Number of times STEM**: Yes  
- **No**:  
- **Change Credit Hrs. To**:  
- **Change Clock Hrs. To**:  
- **Change Course Prefix/Number To**:  
- **Change Course Title To**:  
- **Change Pre-requisite(s) To**:  
- **Change Co-requisite(s) To**:  
- **Change in College Level Skills**:  
- **Yes**:  
- **No**:  
- **If yes, please indicate**:  
- **Writing**:  
- **Reading**:  
- **Math**:  
- **If Change in Lab Fee, please indicate**:  
- **Current fee**:  
- **New fee amount**:  
- **Purpose of fee (required)**:  

**Course Description (current or proposed new course)**:  
This course is designed to teach the basics of reading musical notes, rhythms, scales, and the analysis of chords. It will be taught through a process of lecture and inclusive lab environment. This course will provide students a solid background in the fundamentals of music theory: foundations of music reading, analysis and writing as well as signs and terminology.

**Rationale Required** for New Course, Change in Course or Request for Course Termination  
A music fundamentals course will fill in the gap between the novice musician and the experienced musician. The course is intended for students with very little to no experience and provides a base for instrumental study and music theory. This course is recommended for students who DID NOT participate in public school music program where he/she would have practiced music fundamentals on a daily basis.

**Initiator**: Paul Keck  
**Date Submitted**: February 3, 2015

**VP, Academic Programs**: Brian Dopson  
**VP, Occupational Programs**:  
**Educational Affairs Committee Action**:  
**Submit to Board of Trustees**:  
**Vice President, Occupational Programs, Chair**:  

**ATTACH COPY OF SYLLABUS FOR NEW COURSE PROPOSAL OR FOR SUBSTANTIAL CHANGES TO A COURSE, AND COURSE INVENTORY INPUT FORM**

**REQUIRED SIGNATURES**

<table>
<thead>
<tr>
<th>Signature</th>
<th>Approved</th>
<th>Approved with Changes</th>
<th>Not Approved</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>VP, Academic Programs Brian Dopson</td>
<td>XX</td>
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<td>3/2/2015</td>
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<td>3/11/2015</td>
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<tr>
<td>Submit to Board of Trustees Yes No</td>
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<td>4/14/2015</td>
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<tr>
<td>Vice President, Occupational Programs, Chair</td>
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</tbody>
</table>
COURSE INVENTORY INPUT FORM
(Complete all items that apply)

COURSE NAME__ Fundamentals of Music____  COURSE # __ MUS 1301_____

SPECIAL GRADING  ☐  S/U  ☒  Alpha  ☐  Non-Graded

General Education Requirement (Mark all that apply):
☐  Communications;  ☐  Math;  ☐  Group 1 Humanities;  ☐  Group 1 Natural Science;  ☐  Group 1 Social Science
☐  Group 2 Humanities;  ☐  Group 2 Natural Science;  ☐  Group 2 Social Science

PLEASE MARK THE APPROPRIATE COURSE CLASSIFICATION VALUE

1.1 Advanced and Professional
☐  1.11.01 Agriculture & Nat Res
☐  1.11.02 Architecture & Environ.
☐  1.11.04 Biological Science
☐  1.11.09 Engineering
☐  1.11.12 Health Professions
☐  1.11.19 Physical Sciences
☒  1.12.10 Fine & Applied Arts
☐  1.13.11 Foreign Language
☐  1.13.15 Letters
☐  1.14.08 Education
☐  1.15.05 Bus & Management
☐  1.16.07 Computer & Info Science
☐  1.16.17 Mathematics
☐  1.17.03 Area Studies
☐  1.17.20 Psychology
☐  1.17.22 Social Sciences
☐  1.18.06 Communications
☐  1.18.13 Home Economics
☐  1.18.14 Law
☐  1.18.16 Library Science
☐  1.18.18 Military Science
☐  1.18.21 Public Affairs
☐  1.18.23 Theology
☐  1.18.49 Interdisciplinary

1.2 Postsecondary Vocational
☐  1.21.01 Agriculture
☐  1.22.01 Marketing
☐  1.23.01 Health Occupations
☐  1.24.01 Family and Consumer Sci
☐  1.25.01 Business
☐  1.26.01 Industrial
☐  1.27.01 Public Service

1.2 Postsecondary Adult Vocational
☐  1.21.02 Agriculture
☐  1.22.02 Marketing
☐  1.23.02 Health Occupations
☐  1.24.02 Family and Consumer Sci
☐  1.25.02 Business
☐  1.26.02 Industrial
☐  1.27.02 Public Service

1.2 Continuing Workforce Ed
☐  1.21.03 Agriculture
☐  1.22.03 Marketing
☐  1.23.03 Health Occupations
☐  1.24.03 Family & Consumer Sci
☐  1.25.03 Business

☐  1.26.03 Industrial
☐  1.27.03 Public Service

1.3 Adult General Education
☐  1.31.01 College Prep
☐  1.31.02 Vocational Prep
☐  1.31.03 EAP College Prep
☐  1.31.04 EAP Vocational Prep
☐  1.32.01 Adult Basic
☐  1.32.02 Adult Secondary
☐  1.32.03 GED Prep
☐  1.32.04 EAP Literacy
☐  1.33.00 Lifelong Learning

1.4 Community Instructional Serv
☐  1.42.00 Rec & Leisure

1.5 Educator Preparation Institute
☐  1.50.01 Educator Preparation Inst

Maximum Enrollment  25
Total Contact Hours  45

Attach Calculations on separate sheet
## Educational Affairs Committee Action Form

### New Course Proposal

1. **Current Course Prefix/Number**: SLS 1501
   - **Proposed New Course Prefix/Number**: 
2. **Current Course Title**: The College Experience
   - **Proposed New Course Title**: 
3. **Effective Academic Term**: Fall 2015
4. **Current Prerequisite(s)**: 
   - **Proposed New Course Prerequisite(s)**: 
5. **Current Co-requisite(s)**: 
   - **Proposed New Course Co-requisite(s)**: 
6. **Lecture Credit Hrs.**: 
7. **PSAV Clock Hrs.**: 
8. **Lab Cr. Hrs.**: 
9. **Combination Lecture/Lab Credit Hrs.** (*C* course only): 
10. **Recommended Lab Fee Amount** (new course only): 
11. **Course Type (check all that apply)**: 
   - **AA**
   - **AS Program**
   - **Certificate**
   - **PSAV**
   - **Bachelor**
   - **Transfer**
   - **Non-Transfer**
   - **Elective**
   - **Gordon Rule**
   - **Course is Repeatable**
   - **Number of times**: 
12. **College Level Skills Required**: 
   - **Writing**
   - **Reading**
   - **Math**
13. **Change Credit Hrs. To**: 
   - **Change Clock Hrs. To**: 
14. **Change Course Prefix/Number To**: 
15. **Change Course Title To**: 
16. **Change Course Description To**: 
   - This course is designed to facilitate the development of basic skills and applications in utilizing college resources, managing time, setting goals, taking personal responsibility, paying for college, interacting collegially, reading informational text, studying, taking tests, conducting research, citing sources, presenting information, and preparing for a career. The course is recursive in nature, in that students must continue to apply skills taught toward the beginning of the semester throughout the course, in order to make them a part of the way they approach college and its challenges more successfully. This is a General Education course required in order to earn an A.A. degree and should be taken during the student’s first semester (or year) at FGC. This course meets the computer competency requirement for AA degrees.
17. **Change Pre-requisite(s) To**: 
18. **Change Co-requisite(s) To**: 
19. **Change in College Level Skills**: 
   - **Yes**
   - **No**
   - If yes, please indicate: 
   - **Writing**
   - **Reading**
   - **Math**
20. **If Change in Lab Fee, please indicate**: 
   - **Current fee $**: 
   - **New fee amount $**: 
21. **Purpose of fee (required)**

### Change(s) to Existing Course

(Complete each box below where change is needed)

13. **Change Credit Hrs. To**: 
   - **Change Clock Hrs. To**: 
14. **Change Course Prefix/Number To**: 
15. **Change Course Title To**: 
16. **Change Course Description To**: 
   - This course is designed to facilitate the development of basic skills and applications in utilizing college resources, managing time, setting goals, taking personal responsibility, paying for college, interacting collegially, reading informational text, studying, taking tests, conducting research, citing sources, presenting information, and preparing for a career. The course is recursive in nature, in that students must continue to apply skills taught toward the beginning of the semester throughout the course, in order to make them a part of the way they approach college and its challenges more successfully. Successful completion of this General Education course with a “C” or better is required in order to earn an A.A. degree and should be taken during the student’s first semester (or year) at FGC. This course also meets the computer competency requirement for AA degrees.
17. **Change Pre-requisite(s) To**: 
18. **Change Co-requisite(s) To**: 
19. **Change in College Level Skills**: 
   - **Yes**
   - **No**
   - If yes, please indicate: 
   - **Writing**
   - **Reading**
   - **Math**
20. **If Change in Lab Fee, please indicate**: 
   - **Current fee $**: 
   - **New fee amount $**: 

## Rationale Required for New Course, Change in Course or Request for Course Termination

The course needs to be changed to a Gordon Rule course given the heavy writing component of the course.

### Initiator

Paula Gavin

### Date Submitted

2/23/2015

### Required Signatures

**VP, Academic Programs**: Brian Dopson

**VP, Occupational Programs**: 

**Educational Affairs Committee Action**: 

**Submit to Board of Trustees**: 

**Vice President, Occupational Programs, Chair**: 

<table>
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<th>Date Approved</th>
<th>Date Not Approved</th>
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<tr>
<td>1. ☒ Current Course Prefix/Number</td>
<td>SPN 1121</td>
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<td>Fall 2015</td>
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<td>4. ☒ Current Prerequisite(s)</td>
<td>SPN 1120</td>
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<td>5. ☐ Current Co-requisite(s)</td>
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<tr>
<td>☐ Proposed New Course Co-requisite(s)</td>
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<td>6. Lecture Credit Hrs.</td>
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<td>7. PSAV Clock Hrs.</td>
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<td>8. Lab Cr. Hrs.</td>
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<td>9. Combination Lecture/ Lab Credit Hrs. (&quot;C&quot; course only)</td>
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<td>10. Recommended Lab Fee Amount (new course only) Justification</td>
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<td>11. Course Type (check all that apply):</td>
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<tr>
<td>☒ AA</td>
<td>☐ AS Program</td>
<td>☐ Certificate</td>
<td>☐ PSAV</td>
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<td>☐ Course is Repeatable</td>
<td>Number of times STEM ☒ Yes ☐ No</td>
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<tr>
<td>College Level Skills Required:</td>
<td>☐ Writing</td>
<td>☐ Reading</td>
<td>☐ Math</td>
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<td>12. Course Description (current or proposed new course)</td>
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<tr>
<td>CHANGE(S) TO EXISTING COURSE (complete each box below where change is needed)</td>
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<tr>
<td>13. Change Credit Hrs. To:</td>
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<tr>
<td>Change Clock Hrs. To:</td>
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<td>14. Change Course Prefix/Number To:</td>
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<td>15. Change Course Title To:</td>
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<td>16. Change Course Description To:</td>
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<td>17. Change Pre-requisite(s) To:</td>
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<tr>
<td>SPN 1120 with a “C” or better</td>
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<td>18. Change Co-requisite(s) To:</td>
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<td></td>
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<tr>
<td>19. Change in College Level Skills</td>
<td>☐ Yes</td>
<td>☐ No</td>
<td>If yes, please indicate: ☐ Writing</td>
</tr>
<tr>
<td>20. If Change in Lab Fee, please indicate: Current fee $ New fee amount $</td>
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<td>21. Purpose of fee (required)</td>
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<tr>
<td>22. <strong>Rationale Required</strong> for New Course, Change in Course or Request for Course Termination</td>
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<tr>
<td>This change would show consistency in the pre-requisite coursework for sequential courses.</td>
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</table>

**Initiator**
Paula Gavin

**Date Submitted** 2/23/2015

**REQUIRED SIGNATURES**

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<thead>
<tr>
<th>VP, Academic Programs</th>
<th>Brian Dopson</th>
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<td>Submit to Board of Trustees</td>
<td>☐ Yes</td>
<td>☒ No</td>
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**DATE**

| XX | 3/2/2015 |  |
| 3/11/2015 |  |

**ATTACH COPY OF SYLLABUS FOR NEW COURSE PROPOSAL OR FOR SUBSTANTIAL CHANGES TO A COURSE, AND COURSE INVENTORY INPUT FORM**

34
## EDUCATIONAL AFFAIRS COMMITTEE

### Action Form

- NEW PROGRAM PROPOSAL
- CHANGE IN PROGRAM PROPOSAL
- REQUEST FOR DELETION OF PROGRAM

**CIP Number**: 110101  
**Mnemonic Code**: CITN  
**Effective Term**: Fall 2015

### Current or Proposed New Program Title

**Computer Information Technology, A.S.**

### Program Credits or PSAV Clock Hrs.

- 63

### Check Box for Program Type:

- [ ] Associate in Arts Emphasis
- [ ] College Credit Certificate
- [ ] PSAV
- Gainful Employment [ ] Yes [ ] No
- [ ] Associate in Science
- [ ] Applied Technology Diploma
- [ ] Baccalaureate
- [ ] STEM [ ] Yes [ ] No

### WHAT IS CURRENTLY IN EFFECT

<table>
<thead>
<tr>
<th>From</th>
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<tr>
<td>63 Credit hours</td>
<td>60 Credit hours</td>
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<tr>
<td>CIP Code 110101</td>
<td>CIP Code 110103</td>
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**From:** Change CIP Code from 110101  
Reduce program hours from 63 to 60 by removing a 3 credit elective hours and  
1) Remove MFG 1106 Math for Liberal Arts  
2) Removing PSY 2012 General Psychology  
3) Remove additional 3 credit elective  
4) Remove two courses from the list of Approved Electives: OST 2335 Applied Business Communications and OST 2713 Word Processing I

**To:**  
Change CIP Code to 110103  
1) Add MAC 1105 College Algebra  
2) Add CNT 2401C Intro to Network Security  
3) Add SLS 1501 The College Experience

### WHAT IS PROPOSED

**Total Current Credit or PSAV Clock Hrs.**  
From: 63  
To: 60

**Total New Credit or PSAV Clock Hrs.**  
60

### Rationale Required

- We are making course changes to reflect the curriculum frameworks and updating this program to meet new state standards.

### SUBSTANTIVE CHANGE REVIEW

*If the proposal is for a new program, a completed Substantive Change Notification Form must be attached to this proposal.*

*If SACS-COC notification is required, a response must be received from them before this proposal will be submitted to the FGC Board of Trustees.*

*If SACS approval has been received, attach a copy of the approval to this proposal.*

**Initiator**: Pamela S. Carswell  
**Date Submitted**: 2/10/15

### REQUIRED SIGNATURES

<table>
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<tr>
<th>Signature</th>
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<td>VP – Academic Programs</td>
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<td>VP – Occupational Programs</td>
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<tr>
<td>Educational Affairs Committee Action</td>
<td>2/24/15</td>
</tr>
<tr>
<td>Do not submit to Board of Trustee pending receipt of SACS approval received</td>
<td>3/11/15</td>
</tr>
<tr>
<td>SACS notification accepted or approval received</td>
<td>Yes No</td>
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<tr>
<td>SACS notification or approval not required</td>
<td>Yes No</td>
</tr>
<tr>
<td>Submit to Board of Trustees</td>
<td>Yes No</td>
</tr>
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</table>

**Vice President, Occupational Programs, Chair**

---

**ATTACH COPY OF DEGREE AUDIT SHEET(S)**
Computer Information Technology, A.S.
Banner Code: CITN
Associate in Science

(63 60 credit hours)
The Computer Information Technology program prepares students for employment as a microcomputer support specialist, help desk specialist, user support analyst, applications system specialist, information systems specialist, technical support specialist, computer information manager, user support analyst supervisor, computer systems analyst, customer service representative, computer operator, computer repair technician, computer sales person, help desk office supervisor, office systems support specialist, software tester, software trainer, user support specialist, or to provide supplemental training for persons previously or currently employed in these occupations.
The following is a suggested sequence of required courses:

First Year

Fall Semester: 15 Credit Hours

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
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<tbody>
<tr>
<td>ENC 1101 - Freshman Composition I</td>
<td>3 credits</td>
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<tr>
<td>COP 1000 - Introduction to Programming</td>
<td>3 credits</td>
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<tr>
<td>CGS 1570 - Computer Applications</td>
<td>3 credits</td>
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<tr>
<td>CET 1600C - Introduction to Networks</td>
<td>3 credits</td>
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<tr>
<td>MGF 1106 - Mathematics for Liberal Arts I</td>
<td>3 credits</td>
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<tr>
<td>SLS 1501 – The College Experience</td>
<td>3 credits</td>
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Spring Semester: 15 Credit Hours

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<tr>
<th>Course Name</th>
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<th>Grade</th>
<th>Gen Ed</th>
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<tbody>
<tr>
<td>SPC 2608 - Public Speaking</td>
<td>3 credits</td>
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<tr>
<td>CET 1610C - Routing and Switching Essentials</td>
<td>3 credits</td>
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<tr>
<td>SBM 2000 - Small Business Management</td>
<td>3 credits</td>
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<tr>
<td>CGS 2541 - Database Management</td>
<td>3 credits</td>
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<tr>
<td>Approved Elective</td>
<td>3 credits</td>
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Summer Term: 3 Credit Hours

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<tbody>
<tr>
<td>COP 2830 - Basic Web Page Programming</td>
<td>3 credits</td>
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Second Year

Fall Semester: 15 Credit Hours

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<tr>
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<tbody>
<tr>
<td>CET 2615C - Scaling Networks</td>
<td>3 credits</td>
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<tr>
<td>Course Name</td>
<td>Credits:</td>
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<tr>
<td>CET 1178C - Computer Repair and Upgrading</td>
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<td>MAC 1105 College Algebra (GE)</td>
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<td>General Education Humanities (GE)</td>
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<td>Approved Elective</td>
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**Spring Semester: 45 12 Credit Hours**

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<tbody>
<tr>
<td>CET 2179C - Computer Systems Troubleshooting</td>
<td>3 credits</td>
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<tr>
<td>GEB 2214 - Business Communications</td>
<td>3 credits</td>
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<tr>
<td>CET 2620C - Connecting and Securing Networks</td>
<td>3 credits</td>
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<td></td>
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<tr>
<td>PSY 2012 - General Psychology I</td>
<td>3 credits</td>
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<tr>
<td>CTN 2401C – Introduction to Network Security</td>
<td>3 credits</td>
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<tr>
<td>Elective</td>
<td>3 credits</td>
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</tbody>
</table>

**Computer Information Technology A.S. Total 63 60 Credit Hours**

**Program Notes:**
Students:
- must have all electives approved by a faculty advisor or division chairperson,
- must complete developmental education classes in English, writing, math and SLS 1501 The College Experience if placement scores are not at required levels, and
- may exempt course if sufficient skills are demonstrated, or if the division chairperson agrees to a course substitution.
If student exempts one or more courses, acceptable elective(s) must be taken.

**Approved electives are:**

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Any other CGS course</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Any other CET course</td>
<td></td>
<td></td>
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<tr>
<td>Any other COP course</td>
<td></td>
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<tr>
<td>Any DIG course</td>
<td></td>
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<tr>
<td>ACG 2021 - Introduction to Financial Accounting</td>
<td>4 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ACG 2071 - Introduction to Managerial Accounting</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GRA 1117C - Introduction to Computer Graphics</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GRA 2751C - Web Design 1</td>
<td>3 credits</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>MAR 2011 - Principles of Marketing</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>MNA 2345 - Principles of Supervision</td>
<td>3 credits</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>OST 2335 - Applied Business Communications</td>
<td>3 credits</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>OST 2713 - Word Processing 1</td>
<td>3 credits</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>PGY 2801C - Digital Photography I</td>
<td>3 credits</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>SBM 2000 - Small Business Management</td>
<td>3 credits</td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

**Notes:**

37
EDUCATIONAL AFFAIRS COMMITTEE
Action Form

- NEW PROGRAM PROPOSAL
- CHANGE IN PROGRAM PROPOSAL
- REQUEST FOR DELETION OF PROGRAM

CIP Number 110201
Mnemonic Code CPVM or Changes to Mnemonic Code
Effective Term Fall 2015

Current or Proposed New Program Title
Computer Programming and Analysis, A.S.

Check Box for Program Type:
☐ Associate in Arts Emphasis
☐ College Credit Certificate
☐ PSAV
Gainful Employment ☐ Yes ☐ No
☒ Associate in Science
☐ Applied Technology Diploma
☐ Baccalaureate
STEM ☒ Yes ☐ No

Table:
<table>
<thead>
<tr>
<th>WHAT IS CURRENTLY IN EFFECT</th>
<th>WHAT IS PROPOSED</th>
</tr>
</thead>
<tbody>
<tr>
<td>63 Credit hours (see current degree audit)</td>
<td>60 Credit hours (see proposed degree audit)</td>
</tr>
</tbody>
</table>
| From:
  Reduce program hours from 63 to 60 by removing 3 credit elective hours and
  1) Remove PSY 2012 General Psychology
  2) Remove OST 1581 Professional Development in the Workplace
  3) Remove SPC 1017 Oral Communications as a speech choice
  4) Remove MFG 1106 Math for Liberal Arts
  5) Remove two courses from the list of Approved Electives: OST 2335 Applied Business Communications and OST 2713 Word Processing I |
| To:
  1) Add SLS 1501 The College Experience
  2) Add GEB 2214 Business Communications
  3) Keep SPC 2608 Public Speaking for speech requirement
  4) Keep MAC 1105 College Algebra as math requirement |
| Total Current Credit or PSAV Clock Hrs. From: | 63 |
| Total New Credit or PSAV Clock Hrs. To: | 60 |

Rationale Required for New Program, Change in Program, Request for Deletion
We are making course changes to reflect the curriculum frameworks and updating this program to meet new state standards.

SUBSTANTIVE CHANGE REVIEW
If the proposal is for a new program, a completed Substantive Change Notification Form must be attached to this proposal.
If SACS-COC notification is required, a response must be received from them before this proposal will be submitted to the FGC Board of Trustees.
If SACS approval has been received, attach a copy of the approval to this proposal.

Initiator Pamela S. Carswell

Date Submitted 2/10/15

REQUIRED SIGNATURES

<table>
<thead>
<tr>
<th>APPROVED</th>
<th>APPROVED WITH CHANGES</th>
<th>NOT APPROVED</th>
</tr>
</thead>
<tbody>
<tr>
<td>VP – Academic Programs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tracy Hickman 2/24/15</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Educational Affairs Committee Action</td>
<td></td>
<td></td>
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<tr>
<td>3/11/15</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Do not submit to Board of Trustee pending receipt of SACS acceptance/approval ☐ Approval received ☐ Approval not received

SACS notification accepted or approval received (see attached) ☐ Yes ☐ No

SACS notification or approval not required ☐ Yes ☐ No

Submit to Board of Trustees ☒ Yes ☐ No 4/14/15

Vice President, Occupational Programs, Chair

ATTACH COPY OF DEGREE AUDIT SHEET(S)
Computer Programming and Analysis, A.S.
Banner Code: CPVM
Associate in Science

(60 credit hours)
The Associate in Science degree in Computer Programming and Analysis prepares students for employment in computer programming, computer applications, entry level analysis, and computer sales.
The following is a suggested sequence of required courses:

First Year

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
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</thead>
<tbody>
<tr>
<td>ENC 1101 - Freshman Composition I</td>
<td>3 credits</td>
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</tr>
<tr>
<td>COP 1000 - Introduction to Programming</td>
<td>3 credits</td>
<td></td>
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<tr>
<td>CGS 1570 - Computer Applications</td>
<td>3 credits</td>
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<tr>
<td>CGS 2511 - Spreadsheets</td>
<td>3 credits</td>
<td></td>
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</tr>
<tr>
<td>MAC 1105 - College Algebra or</td>
<td>3 credits</td>
<td></td>
<td></td>
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<tr>
<td>MGF 1106 Mathematics for Liberal Arts I</td>
<td></td>
<td></td>
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<tr>
<td>SLS 1501 - The College Experience</td>
<td>3 credits</td>
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</table>

Spring Semester: 15 Credit Hours

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
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</thead>
<tbody>
<tr>
<td>SPC 1017 - Oral Communications or</td>
<td>3 credits</td>
<td></td>
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<tr>
<td>SPC 2608 - Public Speaking</td>
<td></td>
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<tr>
<td>COP 1332 - Visual Basic</td>
<td>3 credits</td>
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<tr>
<td>CGS 2541 - Database Management</td>
<td>3 credits</td>
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<tr>
<td>CGS 1572 - Desktop Publishing &amp; Graphics</td>
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<tr>
<td>Other COP course</td>
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</table>

Summer Term: 3 Credit Hours

<table>
<thead>
<tr>
<th>Course Name</th>
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<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
</tr>
</thead>
<tbody>
<tr>
<td>COP 2830 - Basic Web Page Programming</td>
<td>3 credits</td>
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</table>

Second Year

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
</tr>
</thead>
<tbody>
<tr>
<td>COP 1334C - Beginning C++ Programming</td>
<td>3 credits</td>
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<tr>
<td>CET 1178C - Computer Repair and Upgrading</td>
<td>3 credits</td>
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<td></td>
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<tr>
<td>CET 1600C - Introduction to Networks</td>
<td>3 credits</td>
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</table>
OST 1581 — Professional Development in the Work Environment
GEB 2214 – Business Communications
Approved Elective 3 credits
MAC 1105 College Algebra (GE)

Spring Semester: 45 12 Credit Hours

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
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<tbody>
<tr>
<td>PSY 2012 — General Psychology I</td>
<td>3 credits</td>
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<tr>
<td>COP 2335C - Intermediate C++ Programming</td>
<td>3 credits</td>
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<tr>
<td>CET 2179C - Computer Systems Troubleshooting</td>
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<tr>
<td>Approved Elective</td>
<td>3 credits</td>
<td></td>
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<tr>
<td>General Education Humanities (GE)</td>
<td>3 credits</td>
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</tbody>
</table>

Computer Programming & Analysis A.S. Total 63 60 Credit Hours

Approved electives are:

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
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Program Notes:
Students:
- must have all electives approved by a faculty advisor or division chairperson,
- must complete developmental education classes in English, writing, math and SLS 1501 The College Experience if placement scores are not at required levels, and
- may exempt course if sufficient skills are demonstrated, or if the division chairperson agrees to a course substitution.
If student exempts one or more courses, acceptable elective(s) must be taken.

Notes:
### EDUCATIONAL AFFAIRS COMMITTEE

#### Action Form

- **CIP Number**
- **Mnemonic Code** EGTQ
- **Effective Term** Fall 2015
- **Program Credits or PSAV Clock Hrs.** 60

#### WHAT IS CURRENTLY IN EFFECT

<table>
<thead>
<tr>
<th>Program Requirement Changes</th>
<th>WHAT IS PROPOSED</th>
</tr>
</thead>
<tbody>
<tr>
<td>From:</td>
<td></td>
</tr>
<tr>
<td>To:</td>
<td></td>
</tr>
</tbody>
</table>

**Total Current Credit or PSAV Clock Hrs.**

- **From:**
- **To:**

**Rationale Required for New Program, Change in Program, Request for Deletion**

*Program no longer needed. No students in program and no strong industry demand for graduates.*

#### SUBSTANTIVE CHANGE REVIEW

*If the proposal is for a new program, a completed Substantive Change Notification Form must be attached to this proposal. If SACS-COC notification is required, a response must be received from them before this proposal will be submitted to the FGC Board of Trustees. If SACS approval has been received, attach a copy of the approval to this proposal.*

<table>
<thead>
<tr>
<th>Initiator</th>
<th>Date Submitted</th>
</tr>
</thead>
<tbody>
<tr>
<td>John R. Piersol</td>
<td>2/24/15</td>
</tr>
</tbody>
</table>

#### REQUIRED SIGNATURES

<table>
<thead>
<tr>
<th></th>
<th>APPROVED</th>
<th>NOT APPROVED</th>
<th>DATE</th>
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</thead>
<tbody>
<tr>
<td>VP – Academic Programs</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>VP – Occupational Programs</td>
<td></td>
<td>Tracy Hickman</td>
<td>2/26/2015</td>
</tr>
<tr>
<td>Educational Affairs Committee Action</td>
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<td>3/11/2015</td>
<td></td>
</tr>
<tr>
<td>Do not submit to Board of Trustee pending receipt of SACS acceptance/approval</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SACS notification accepted or approval received (see attached)</td>
<td>Yes</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>SACS notification or approval not required</td>
<td>Yes</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Submit to Board of Trustees</td>
<td>Yes</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Vice President, Occupational Programs, Chair</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Section 2: Program Closing

Immediately following the decision to close a program, SACS-COC requires a notification letter with a description of a teach-out plan. The teach-out plan must be approved by SACS-COC in advance of implementation.

Division: Occupational
Department Submitting Proposal: Business, Industrial and Agricultural Programs
Submitted by John R. Piersol
Proposed Starting Date: Fall 2015
Program Name: Engineering Process Technology Quality  Major: EGTQ
Type of Degree or Certificate Awarded: A.S.  # of Credits: 60  CIP:

To be approved by SACS-COC, a teach-out plan must include the following information:

- Date of closure
- An explanation of how affected parties (students, faculty, staff) will be informed of the impending closure
- An explanation of how students will be helped to complete their programs of study with minimal disruption or additional expense
- Signed copies of teach-out agreements with other institutions, if any
- An explanation of how faculty and staff will be redeployed or helped to find new employment

Date Reviewed by RIE:  Signature:

SACSCOC Notification Required: Yes ☒ No ☐
Comments:
EDUCATIONAL AFFAIRS COMMITTEE
Action Form

☐ NEW PROGRAM PROPOSAL
☐ CHANGE IN PROGRAM PROPOSAL
☒ REQUEST FOR DELETION OF PROGRAM

CIP Number 0615061302
Mnemonic Code LMFC
Effective Term Fall 2015

Current or Proposed New Program Title

Lean Manufacturing

Program Credits or PSAV Clock Hrs. 12

Check Box for Program Type:
☒ Associate in Science
☐ Associate in Arts Emphasis
☐ College Credit Certificate
☐ PSAV
☐ Gainful Employment
☐ Yes
☐ No
☐ Applied Technology Diploma
☐ Baccalaureate

WHAT IS CURRENTLY IN EFFECT

WHAT IS PROPOSED

Program Requirement Changes:
From:
To:

New title and Courses

Total Current Credit or PSAV Clock Hrs.
From:
To:

Total New Credit or PSAV Clock Hrs.

Rationale Required for New Program, Change in Program, Request for Deletion

Program no longer needed. No students in program and no strong industry demand for graduates.

SUBSTANTIVE CHANGE REVIEW

If the proposal is for a new program, a completed Substantive Change Notification Form must be attached to this proposal.
If SACS-COC notification is required, a response must be received from them before this proposal will be submitted to the FGC Board of Trustees.
If SACS approval has been received, attach a copy of the approval to this proposal.

Initiator
John R. Piersol

Date Submitted 2/24/15

VP – Academic Programs

VP – Occupational Programs

Tracy Hickman

2/26/2015

Educational Affairs Committee Action

3/11/2015

Do not submit to Board of Trustee pending receipt of SACS acceptance/approval
☐ Approval received
☐ Approval not received

SACS notification accepted or approval received (see attached)
☐ Yes
☐ No

SACS notification or approval not required
☐ Yes
☐ No

Submit to Board of Trustees
☒ Yes
☐ No

Vice President, Occupational Programs, Chair
### Section 2: Program Closing

Immediately following the decision to close a program, SACS-COC requires a notification letter with a description of a teach-out plan. The teach-out plan must be approved by SACS-COC in advance of implementation.

**Division:** Occupational  
**Department Submitting Proposal:** Business, Industrial and Agricultural Programs  
**Submitted by** John R. Piersol  
**Proposed Starting Date:** Fall 2015  
**Program Name:** Lean Manufacturing  
**Type of Degree or Certificate Awarded:** College Credit Cert  
**# of Credits:** 12  
**Major:** LMFC  
**CIP:** 0615061302  

To be approved by SACS-COC, a teach-out plan must include the following information:

<table>
<thead>
<tr>
<th>Date of closure</th>
<th>No students; no faculty involved. Have not been teaching.</th>
</tr>
</thead>
<tbody>
<tr>
<td>An explanation of how affected parties (students, faculty, staff) will be informed of the impending closure</td>
<td>No students</td>
</tr>
<tr>
<td>An explanation of how students will be helped to complete their programs of study with minimal disruption or additional expense</td>
<td>None needed</td>
</tr>
<tr>
<td>Signed copies of teach-out agreements with other institutions, if any</td>
<td>None needed</td>
</tr>
<tr>
<td>An explanation of how faculty and staff will be redeployed or helped to find new employment</td>
<td></td>
</tr>
</tbody>
</table>

**Date Reviewed by RIE:**  
**Signature:**

---

**SACSCOC Notification Required:** Yes ☒  
No ☐

**Comments:**

---

44
EDUCATIONAL AFFAIRS COMMITTEE
Action Form

☐ NEW PROGRAM PROPOSAL
☐ CHANGE IN PROGRAM PROPOSAL
☒ REQUEST FOR DELETION OF PROGRAM

CIP Number 0615070203
Mnemonic Code ETGB
Effective Term Fall 2015

Current or Proposed New Program Title Lean Six Sigma Green Belt

Program Credits or PSAV Clock Hrs. 12

Check Box for Program Type:
☐ Associate in Arts Emphasis ☒ College Credit Certificate ☐ PSAV ☐ Gainful Employment ☐ Yes ☐ No
☐ Associate in Science ☐ Applied Technology Diploma ☐ Baccalaureate

WHAT IS CURRENTLY IN EFFECT

WHAT IS PROPOSED

Program Requirement Changes:
From:
To:

Total Current Credit or PSAV Clock Hrs.
From: To:

Total New Credit or PSAV Clock Hrs.
From: To:

Rationale Required for New Program, Change in Program, Request for Deletion

Program no longer needed. No students in program and no strong industry demand for graduates.

SUBSTANTIVE CHANGE REVIEW
If the proposal is for a new program, a completed Substantive Change Notification Form must be attached to this proposal.
If SACS-COC notification is required, a response must be received from them before this proposal will be submitted to the FGC Board of Trustees.
If SACS approval has been received, attach a copy of the approval to this proposal.

Initiator
John R. Piersol

<table>
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<tr>
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</tr>
</tbody>
</table>

Do not submit to Board of Trustee pending receipt of SACS acceptance/approval ☐ Approval received ☐ Approval not received

☐ Yes ☐ No

☐ Yes ☐ No

Submit to Board of Trustees ☒ Yes ☐ No

Vice President, Occupational Programs, Chair
Section 2: Program Closing

Immediately following the decision to close a program, SACS-COC requires a notification letter with a description of a teach-out plan. The teach-out plan must be approved by SACS-COC in advance of implementation.

<table>
<thead>
<tr>
<th>Division: Occupational</th>
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<tbody>
<tr>
<td>Department Submitting Proposal: Business, Industrial and Agricultural Programs</td>
</tr>
<tr>
<td>Submitted by: John R. Piersol</td>
</tr>
<tr>
<td>Proposed Starting Date: Fall 2015</td>
</tr>
<tr>
<td>Program Name: Lean Six Sigma Green Belt</td>
</tr>
<tr>
<td>Type of Degree or Certificate Awarded: College Credit Cert</td>
</tr>
<tr>
<td>Gainful Employment? ☐</td>
</tr>
</tbody>
</table>

To be approved by SACS-COC, a teach-out plan must include the following information:

<table>
<thead>
<tr>
<th>Date of closure</th>
<th>No students; no faculty involved. Have not been teaching.</th>
</tr>
</thead>
<tbody>
<tr>
<td>An explanation of how affected parties (students, faculty, staff) will be informed of the impending closure</td>
<td>No students</td>
</tr>
<tr>
<td>An explanation of how students will be helped to complete their programs of study with minimal disruption or additional expense</td>
<td>None needed</td>
</tr>
<tr>
<td>Signed copies of teach-out agreements with other institutions, if any</td>
<td>None needed</td>
</tr>
<tr>
<td>An explanation of how faculty and staff will be redeployed or helped to find new employment</td>
<td></td>
</tr>
</tbody>
</table>

Date Reviewed by RIE: Signature:  

SACSCOC Notification Required: Yes ☒ No ☐  
Comments:
EDUCATIONAL AFFAIRS COMMITTEE
Action Form

☐ NEW PROGRAM PROPOSAL
☐ CHANGE IN PROGRAM PROPOSAL
☒ REQUEST FOR DELETION OF PROGRAM

CIP Number 0615070202
Mnemonic Code ETBB
Effective Term Fall 2015

Current or Proposed New Program Title
Six Sigma Black Belt

Check Box for Program Type:
☐ Associate in Arts Emphasis
☒ College Credit Certificate
☐ PSAV
☐ Gainful Employment
☐ Yes ☐ No
☐ Associate in Science
☐ Applied Technology Diploma
☐ Baccalaureate

Program Credits or PSAV Clock Hrs. 12

WHAT IS CURRENTLY IN EFFECT

WHAT IS PROPOSED

Program Requirement Changes:
From:
To:

Total Current Credit or PSAV Clock Hrs.
From:
To:

Total New Credit or PSAV Clock Hrs.

Rationale Required for New Program, Change in Program, Request for Deletion

Program no longer needed. No students in program and no strong industry demand for graduates.

SPONTATIVE CHANGE REVIEW

If the proposal is for a new program, a completed Substantive Change Notification Form must be attached to this proposal.
If SACS-COC notification is required, a response must be received from them before this proposal will be submitted to the FGC Board of Trustees.
If SACS approval has been received, attach a copy of the approval to this proposal.

Initiator John R. Piersol
Date Submitted 2/24/15

REQUIRED SIGNATURES

APPROVED
APPROVED WITH CHANGES
NOT APPROVED
DATE

VP – Academic Programs

VP – Occupational Programs
Tracy Hickman
2/26/2015

Educational Affairs Committee Action
3/11/2015

Do not submit to Board of Trustee pending receipt of SACS acceptance/approval ☐ Approval received ☐ Approval not received

SACS notification accepted or approval received (see attached) ☐ Yes ☐ No

SACS notification or approval not required ☐ Yes ☐ No

Submit to Board of Trustees ☒ Yes ☐ No

Vice President, Occupational Programs, Chair
Section 2: Program Closing

Immediately following the decision to close a program, SACS-COC requires a notification letter with a description of a teach-out plan. The teach-out plan must be approved by SACS-COC in advance of implementation.

<table>
<thead>
<tr>
<th>Division:</th>
<th>Occupational</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department Submitting Proposal:</td>
<td>Business, Industrial and Agricultural Programs</td>
</tr>
<tr>
<td>Submitted by</td>
<td>John R. Piersol</td>
</tr>
<tr>
<td>Proposed Starting Date:</td>
<td>Fall 2015</td>
</tr>
<tr>
<td>Program Name:</td>
<td>Six Sigma Black Belt</td>
</tr>
<tr>
<td>Type of Degree or Certificate Awarded:</td>
<td>College Credit Cert</td>
</tr>
<tr>
<td># of Credits:</td>
<td>12</td>
</tr>
<tr>
<td>Major:</td>
<td>ETBB</td>
</tr>
<tr>
<td>CIP:</td>
<td>0615070202</td>
</tr>
<tr>
<td>Gainful Employment?</td>
<td>☐</td>
</tr>
</tbody>
</table>

To be approved by SACS-COC, a teach-out plan must include the following information:

<table>
<thead>
<tr>
<th>Date of closure</th>
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<th>No students; no faculty involved. Have not been teaching.</th>
</tr>
</thead>
<tbody>
<tr>
<td>An explanation of how students will be helped to complete their programs of study with minimal disruption or additional expense</td>
<td>No students</td>
<td></td>
</tr>
<tr>
<td>Signed copies of teach-out agreements with other institutions, if any</td>
<td>None needed</td>
<td></td>
</tr>
<tr>
<td>An explanation of how faculty and staff will be redeployed or helped to find new employment</td>
<td>None needed</td>
<td></td>
</tr>
</tbody>
</table>

Date Reviewed by RIE: 
Signature:

SACSCOC Notification Required: Yes ☒ No ☐

Comments:
EDUCATIONAL AFFAIRS COMMITTEE
Action Form

☐ NEW PROGRAM PROPOSAL
☒ CHANGE IN PROGRAM PROPOSAL
☐ REQUEST FOR DELETION OF PROGRAM

CIP Number 513801

Mnemonic Code NRVA

Effective Term Fall 2015

Current or Proposed New Program Title
Registered Nurse, A.S.

Program Credits or PSAV
Clock Hrs. 72

Check Box for Program Type:
☐ Associate in Arts Emphasis
☐ College Credit Certificate
☐ PSAV
☐ Gainful Employment
☐ Yes
☐ No
☒ Associate in Science
☐ Applied Technology Diploma
☐ Baccalaureate

WHAT IS CURRENTLY IN EFFECT

From:
Program credit hours 72
General Education courses MCB 2010, MCB 2010L, SPC 2608
NUR 1142, NUR 1214L, NUR 1520C, NUR 2420C, NUR 2310C
NUR 1020C 8 credits
NUR 1312C 8 credits
NUR 2241C 9 credits

To:
Reduce program credit hours from 72 to 65 by removing
General Education courses MCB 2010, MCB 2010L, SPC 2608
Remove courses NUR 1142, NUR 1214L, NUR 1520C, NUR 2420C, NUR 2310C (17 credit hours)
Add NUR 2412C MICA 6 credits
Add NUR 2881C Nursing Roles and Leadership 4 credits
Increase credit hours from 8 to 10 for course NUR 1020C
Increase credit hours from 8 to 10 for course NUR 1213C
Increase credit hours from 9 to 12 for course NUR 2241C

Total Current Credit or PSAV Clock Hrs. From: 72 To: 65
Total New Credit or PSAV Clock Hrs. 65

Rationale Required for New Program, Change in Program, Request for Deletion
The NUR 1142, NUR 1214L, NUR 1520C is being deleted and the content to be incorporated into the remaining NUR program courses.
NUR 2412C is being changed to reduce the amount of Maternity and Pediatric nursing content to allow for additional foundational, medical surgical content areas to be covered.
The General Education courses MCB 2010, MCB 2010L and SPC 2608 are being deleted from the program requirements to transition to lower overall program credits, as these Gen Ed courses are not necessary for the RN Degree. They will serve as pre-reqs to the BSN Program. NUR credits will remain at 42 credits.

SUBSTANTIVE CHANGE REVIEW
If the proposal is for a new program, a completed Substantive Change Notification Form must be attached to this proposal.
If SACS-COC notification is required, a response must be received from them before this proposal will be submitted to the FGC Board of Trustees.
If SACS approval has been received, attach a copy of the approval to this proposal.

Initiator Melody Corso

REQUIRED SIGNATURES

APPROVED

APPROVED WITH CHANGES

NOT APPROVED

DATE

VP – Academic Programs

Tracy Hickman 2/26/2015

Educational Affairs Committee Action

3/11/2015

Do not submit to Board of Trustee pending receipt of SACS acceptance/approval ☐ Approval received ☐ Approval not received

SACS notification not received or approval received (see attached) ☐ Yes ☐ No

SACS notification or approval not required ☐ Yes ☐ No

Submit to Board of Trustees ☒ Yes ☐ No 4/14/2015

Vice President, Occupational Programs, Chair
Registered Nursing, A.S.

Registered Nursing (NRVA)
Banner Code: NRVA

Associate in Science

(72 credit hours)–65 credit hours

The Associate in Science degree in Nursing (ASDN), a limited access program, qualifies the student to take the national licensing exam to become a registered nurse. The program is approved by the Florida Board of Nursing (1964), 4052 Bald Cypress Way, BIN C02, Tallahassee, FL 32399-3252, (850) 245-4125 and accredited by the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Rd NE, Suite 850, Atlanta, GA 30326, (404) 975-5000, fax (404) 975-5020.

Students seeking admission to the ASDN program must:

- submit a Florida Gateway College admission application to the Admissions Office,
- have official high school transcript, GED or documentation of Home Schooling, and any transcripts from colleges other than FGC sent to the FGC Admissions Office,
- provide scores for ACT or SAT standardized testing OR register and take a college placement test prior to advisement in the nursing department,
- complete developmental education courses as required, prior to registering for the prerequisite and corequisite science courses,
- maintain minimum GPA of 2.8 and no grade below a C in all prerequisite courses and any completed corequisite courses,
- submit to nursing department by the established deadline: current score (within past two years) of 75 or higher on the nursing entrance exam (RNET/HESI), ASDN supplemental application, unofficial copy of transcripts from colleges attended, including FGC,

Prerequisite and corequisite courses completed by the end of the spring term in which you are applying are included in the required 2.8 GPA for admission to the program.

The student must provide official transcripts to the Nursing Department and the Registrar’s Office immediately following the end of Spring term for prerequisites and/or corequisites taken at a college other than FGC during the Spring term in which the student is applying. The transcripts must be received no later than May 15, to receive credit for the courses completed in Spring term.

Applicants are responsible for providing the above documentation if they wish to be considered for admission to the nursing program. Make copies of all documentation for your personal records. Failure to present proper documentation may result in non-acceptance into the program.

Meeting the above criteria does not guarantee admission to the program. Admission is competitive.

Guaranteed Admission

Any applicant who has earned a minimum grade of B+ in all prerequisite courses and any corequisite courses taken will be guaranteed admission, providing all of the above requirements are met. All pre- and corequisite courses must be taken at Florida Gateway College. In the event of multiple candidates, the RNET score will
be used to determine admission.

**Career Pathway Admission**

A number of positions will be reserved for Career Pathway students, under a Career Pathway agreement among FGC and the high schools in the service area. To be eligible for one of these positions, a Career Pathway student must meet all requirements for admission as listed above and: (1) attend Florida Gateway College for all pre- and corequisite courses, (2) have a minimum 2.80 GPA in all prerequisite and any corequisite classes taken, and (3) apply to the Nursing Program within two years of high school graduation.

**Other Admission**

Students who do not qualify under the Guaranteed Admission or Career Pathway Admission criteria will be admitted if space is available, with places being awarded to those individuals with the highest points using the ASDN Point System for Competitive Admission.

In depth admission information may be found in the ASDN Admission Booklet in the Nursing and Health Sciences Department, the Admissions Office, and the College Web site www.fgc.edu. Florida Gateway College reserves the right to make changes in admission criteria and program information, as circumstances require.

All applicants will be notified of their status via letter.

In order to meet clinical agency requirements where student training will take place, all students in the Nursing and Health Sciences Programs must now meet state and federal regulations as described by Florida Statutes S. 400.211. An in-depth background screen and drug/alcohol screen is required. Further instructions regarding the background and drug/alcohol screen are provided in the acceptance letter. All screening must be completed no more than six weeks prior to the first day of class. Results of screening must be available to the program coordinator by the last day of open registration as determined by the FGC Academic Calendar.

Random screening within the program may be required. Cost is the responsibility of the student for admission background and drug/alcohol screening and any further random analysis.

All students who graduate from a nursing program and wish to take the registered nurse NCLEX-RN exam in Florida are subject to the licensure and screening process of the Florida Board of Nursing.

**Program Readmission**

A student who has been admitted into the program and withdraws or does not satisfactorily complete the requirements for a required course may be considered for readmission. A student may be readmitted no more than one time. A student who has previously been readmitted and who subsequently earns a grade of D will be dismissed from the program.

The ASDN program includes 30 23 credit hours of general education courses, and 42 credit hours of nursing courses. The following 13 credit hours (prerequisite courses) may be taken at the student’s own pace, but must be completed by the end of the Spring term prior to admission to the program.

**Prerequisite Courses (required): Total 13 Credit Hours**

In order to be considered for admission, an overall GPA of 2.8 or higher, with no grade below a C is required in all prerequisite courses. Completion of the courses does not guarantee admission into the program.

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSC 2085 - Anatomy and Physiology I</td>
<td>3 credits</td>
<td>1 credit, 3 Lab hours</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BSC 2085L - Anatomy and Physiology I Lab</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Course Name</td>
<td>Credits:</td>
<td>Term Taken</td>
<td>Grade</td>
<td>Gen Ed</td>
</tr>
<tr>
<td>-----------------------------------------------</td>
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<td>--------------------------------------</td>
<td>-------</td>
<td>--------</td>
</tr>
<tr>
<td>ENC 1101 - Freshman Composition I</td>
<td>3 credits</td>
<td>weekly</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HUN 1201 - Human Nutrition</td>
<td>3 credits</td>
<td>weekly</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAC 1105 - College Algebra or</td>
<td>3 credits</td>
<td>weekly</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MGF 1106 - Mathematics for Liberal Arts I or</td>
<td>3 credits</td>
<td>weekly</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Any higher level math course 3 credits</td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

**Corequisite Courses: 17 Total Credit Hours**

The following 17 credit hours (corequisite courses) may be taken prior to or following admission to the program. **Completion of science courses prior to entering the nursing program is strongly recommended to enhance success in the nursing program. All sciences courses must have a lab.**

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSC 2086 - Anatomy and Physiology II</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BSC 2086L - Anatomy and Physiology II Lab</td>
<td></td>
<td>1 credit, 3 Lab hours weekly</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• (must be completed prior to end of 1st semester)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MCB 2010 - Microbiology</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MCB 2010L - Microbiology Lab</td>
<td></td>
<td>1 credit, 3 Lab hours weekly</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SPC 2608 - Public Speaking</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DEP 2004 - Human Growth and Development</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• (must be completed prior to end of 2nd semester)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHI 2600 - Ethics or</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HUM 2020 - Introduction to Humanities or</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HUM 2210 - Prehistory to the Renaissance or</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HUM 2230 - Renaissance to Modern Times or</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HUM 2310 - Mythology in the Arts or</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HUM 2511 - Art and Music or</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HUM 2551 - Philosophy and Religion</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• (must be completed prior to graduation)</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

**Additional Information:**

For credit toward admission to the program, BSC 2085 - Anatomy and Physiology I, BSC 2085L - Anatomy and Physiology I Lab, BSC 2086 - Anatomy and Physiology II and BSC 2086L - Anatomy and Physiology II Lab coursework must be completed with a C or higher within the previous five (5) years. If coursework was completed more than five years ago, you must pass the college required competency exam OR you may take BSC 2084C - Essentials of Anatomy and Physiology I. Any repeat course must also be completed with a grade of C or better.

All competency exams must be completed prior to the application deadline. Please contact the testing center.
for testing information.
An overall GPA of 2.8 or higher, with no grade below a C, is required in all corequisite courses. Students who do not complete the corequisite courses within the specified timeframe with a C or better will not be permitted to continue in the nursing program.
The 42 credit hours of nursing courses are to be completed in the following sequence. In order to progress in the nursing program, all nursing courses must be completed with a minimum grade of C.

Core Courses

First Semester: 2 10 Credit Hours

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 1142 – Pharmacology</td>
<td>2 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NUR 1020C - Nursing Foundations</td>
<td>8 credits</td>
<td>10</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Second Semester: 8 10 Credit Hours

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 1213C - Nursing Process I</td>
<td>8 credits</td>
<td>10</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Third Semester: 8 12 Credit Hours

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 2241C - Nursing Process II</td>
<td>9 credits</td>
<td>12</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Fourth Semester: 5 10 Credit Hours

<table>
<thead>
<tr>
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<th>Credits:</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 1214L – Clinical Skills</td>
<td>2 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NUR 1520C – Mental Health</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NUR 2412C MICA</td>
<td>6 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NUR 2881C Nursing Roles and Leadership</td>
<td>4 credits</td>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>

Fifth Semester: 9 Credit Hours

<table>
<thead>
<tr>
<th>Course Name</th>
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<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
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</thead>
</table>

Sixth Semester: 10 Credit Hours

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 2420C – Maternity Health</td>
<td>5 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NUR 2310C – Pediatric Nursing</td>
<td>5 credits</td>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>

Registered Nursing A.S. Total 72  65 Credit Hours

In order to meet graduation requirements, students must demonstrate knowledge of computers as set forth in the Associate in Science Degree General Education Requirements of the Catalog.
Program Notes:

All nursing students must construct their class schedules with the assistance of the nursing faculty, who must approve all course exemptions, alternatives, or substitutions. Additional costs are required when admitted to this program including costs of uniforms, clinic shoes, liability insurance, health insurance, medical exam, standardized testing, graduation costs, in-depth background screen, and licensing fees.

Students are required to submit proof of current CPR certification [Healthcare Provider for American Heart Association (AHA) or Professional Rescuer for American Red Cross (ARC)] prior to participation in hands-on clinical rotations. Students must maintain current CPR certification throughout the nursing program. Standardized tests and remediation are mandatory for all students.

Laboratories in nursing are calculated using a 1 to 3 ratio or one credit equals 150 minutes.

Course calendars may vary from the College calendar due to availability of clinical sites. The student will have clinical assignments during days, evenings, weekdays, and weekends at various times during the Nursing Program.

Notes:
EDUCATIONAL AFFAIRS COMMITTEE
Action Form

☐ NEW PROGRAM PROPOSAL
☒ CHANGE IN PROGRAM PROPOSAL
☐ REQUEST FOR DELETION OF PROGRAM

CIP Number
Mnemonic Code BRFA
or Changes to Mnemonic Code
Effective Term Fall 2015

Current or Proposed New Program Title
LPN-RN Bridge: Fast-Track Part-Time, A.S.

Program Credits or PSAV
Clock Hrs. 72

Check Box for Program Type:
☐ Associate in Arts Emphasis
☐ College Credit Certificate
☐ PSAV
☐ Gainful Employment
☐ Yes
☐ No
☒ Associate in Science
☐ Applied Technology Diploma
☐ Baccalaureate

WHAT IS CURRENTLY IN EFFECT

From:
Program Credit Hours 72
General Education Courses MCB 2010, MCB 2010L, SPC 2608
NUR 1142, NUR 1520C, NUR 2241C
NUR 2412C 8 credits
NUR 1204C 8 credits

To:
Reduce program credit hours from 72 to 65 by removing
General Ed Courses MCB 2010, MCB 2010L, SPC 2608
Delete NUR 1142, NUR 1520C, NUR 2241C (14 credit hours)
Reduce NUR 2412C MICA from 8 to 6 credits
Increase credit hours from 8 to 9 for course NUR 1204C
Add NUR 2880C Nursing Roles and Leadership 3.5 credits
Add NUR 2240C Transition Adult Health II 11.5 credits

Total Current Credit or PSAV Clock Hrs.
From: 72
To: 65

Total New Credit or PSAV Clock Hrs.
From: 72
To: 65

Rationale Required for New Program, Change in Program, Request for Deletion
The NUR 1142, NUR 1520C, NUR 2241C are being deleted and the content to be incorporated into the remaining NUR program courses. NUR 2240C is being created to provide an Adult Health II course in place of Nursing Process II. This change will allow the content to be more streamlined for the bridge program options.
NUR2412C credits are being lowered to reduce the amount of Maternity and Pediatric nursing content to allow for additional foundational, medical surgical content areas to be covered.
NUR 2880C is being created to incorporate the leadership/management skills from another course and the course to be taken in the last semester to prepare them for entry into the workforce as a RN.
The General Education courses MCB 2010, MCB 2010L and SPC 2608 are being deleted from the program requirements to transition to lower overall program credits, as these Gen Ed courses are not necessary for the RN Degree. They will serve as pre-reqs to the BSN Program. NUR credits will remain at 30 credits.

SUBSTANTIVE CHANGE REVIEW
If the proposal is for a new program, a completed Substantive Change Notification Form must be attached to this proposal.
If SACS-COC notification is required, a response must be received from them before this proposal will be submitted to the FGC Board of Trustees.
If SACS approval has been received, attach a copy of the approval to this proposal.

Initiator Melody Corso
Date Submitted 2/26/2015

REQUIRED SIGNATURES

VP – Academic Programs

VP – Occupational Programs

Educational Affairs Committee Action

Do not submit to Board of Trustee pending receipt of SACS
acceptance/approval ☐ Approval received ☐ Approval not received

SACS notification accepted or approval received (see attached) ☐ Yes ☐ No

SACS notification or approval not required ☐ Yes ☐ No

Submit to Board of Trustees ☒ Yes ☐ No

Vice President, Occupational Programs, Chair

2/26/2015

3/11/2015

4/14/2015

55
LPN-RN Bridge Track: Fast-Track Part-Time, A.S.

LPN-RN Bridge Track: Fast-Track Part-Time (BRFA)

Banner Code: BFRA

Associate in Science

(72 credits: 12 experiential credits awarded for LPN status.) 65 credits

The College offers opportunities for Licensed Practical Nurses to become Registered Nurses through an accelerated curriculum. Because of the common body of knowledge between the Practical Nursing program and the Registered Nursing program, it is possible for accepted Licensed Practical Nurses to complete the LPN-to-RN Bridge: Fast-Track Part-Time, a component of the Associate in Science Degree in Nursing (ASDN) program, in approximately 12 months.

The ASDN program is approved by the Florida Board of Nursing (1964), 4052 Bald Cypress Way, BIN C02, Tallahassee, FL 32399-3252, (850) 245-4125 and accredited by the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Rd NE, Suite 850, Atlanta, GA 30326, (404) 975-5000, fax (404) 975-5020.

Students seeking admission to the Fast Track component must:
- submit a Florida Gateway College admission application to the Admissions Office,
- have official high school transcript, GED or documentation of Home Schooling, and any transcripts from colleges other than FGC sent to the FGC Admissions Office, provide scores for ACT or SAT standardized testing OR register and take a college placement test prior to advisement in the nursing department,
- complete developmental education courses as required, prior to registering for the science courses,
- complete all prerequisite courses with no grade below a C and a GPA of 2.80,
- score at the national average or higher on the NLN Nursing Acceleration Challenge Exam (N.A.C.E.) if the student graduated from a PN program more than five years ago or outside the state of Florida,
- submit to the Nursing Department by the established deadline:
  - the Fast-Track Bridge supplemental application,
  - an unofficial copy of transcripts from colleges including FGC,
  - a copy of current Florida LPN license,
  - current score (within past two years) of 75 or higher on the nursing entrance exam (RNET/HESI),
  - documentation of full-time work experience as an LPN (acute care facility preferred). All applicants must have one year of documented full-time work experience as an LPN prior to admission. Applicants with less than one year of full-time work experience as an LPN as of the application deadline, must submit documentation of all full-time work experience at that time. Proof of completion of remaining work experience (to equal or exceed one year) must be submitted by the last day of open registration as determined by the FGC Academic Calendar.

Proof of completion of a 30-hour IV Therapy class within 18 months of admission to the program. The 30-hour IV Therapy course must be completed by the end of fall semester of the year the student is applying to the program. This course is offered through continuing education (386) 754-4231 and at other colleges.

NOTE: If you completed a class over 18 months from date of admission, proof of IV experience and two successful IV starts within the past three months will be accepted.

Prerequisite and corequisite courses completed by the end of the fall semester in which you are applying are
included in the required 2.8 GPA for admission to the program.

The student must provide official transcripts to the Nursing Department and the Registrar’s Office immediately following the end of fall semester for prerequisites taken at a college other than FGC during the fall semester in which the student is applying. The transcripts must be received by the last day of open registration as determined by the FGC Academic Calendar. Failure to provide these in a timely manner may result in nonadmission to the nursing program.

Applicants are responsible for providing the above documentation if they wish to be considered for admission to the nursing program. Make copies of all documentation for your personal records. Failure to present proper documentation may result in non-acceptance into the program.

Meeting the above criteria does not guarantee admission to the program. Admission is competitive.

Admission is awarded to those individuals with the highest points using the ASDN Point System for Competitive Admission.

In-depth admission information may be found in the ASDN LPN-to-RN Bridge: Fast Track Part-Time Admission Booklet in the Nursing and Health Sciences Department, the Admissions Office, and the College Web site www.fgc.edu. Florida Gateway College reserves the right to make changes in admission criteria and program information as circumstances require in the continuing development of the program.

In order to meet clinical agency requirements where student training will take place, all students in the Nursing and Health Sciences Programs must now meet state and federal regulations as described by Florida Statutes S. 400.211. An in-depth background screen and drug/alcohol screen are required. Further instructions regarding the background and drug/alcohol screen are provided in the acceptance letter. All screening must be completed no more than six weeks prior to the first day of class. Results of screening must be available to the program coordinator by the last day of open registration as determined by the FGC Academic Calendar. Random screening within the program may be required. Cost is the responsibility of the student for admission background and drug/alcohol screening and any further random analysis.

All students who graduate from a nursing program and wish to take the registered nurse NCLEX-RN exam in Florida are subject to the licensure and screening process of the Florida Board of Nursing.

Program Readmission

A student who has been admitted into the program and withdraws or does not satisfactorily complete the requirements for a required course may be considered for readmission. A student may be readmitted no more than one time. A student who has previously been readmitted and who subsequently earns a grade of D will be dismissed from the program.

The LPN-RN Bridge Track: Fast-track Part-time component includes 30 23 credit hours of general education courses, 30 credit hours of nursing courses, and 12 experiential learning credits. The following prerequisite courses must be completed by the end of the Fall term prior to January admission.

**Prerequisite Courses: 32 23 Credit Hours**

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 1101 - Freshman Composition I</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SPC 2608 - Public Speaking</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BSC 2085 - Anatomy and Physiology I</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BSC 2085L - Anatomy and Physiology I Lab</td>
<td>1 credit, 3 Lab hours weekly</td>
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<td></td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Name</td>
<td>Credits</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------------</td>
<td>-------------------------------------------------</td>
<td>---------</td>
<td></td>
<td></td>
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<tr>
<td>BSC 2086</td>
<td>Anatomy and Physiology II</td>
<td>3</td>
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</tr>
<tr>
<td>BSC 2086L</td>
<td>Anatomy and Physiology II Lab</td>
<td>1 credit, 3 Lab hours weekly</td>
<td></td>
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</tr>
<tr>
<td>MCB 2010</td>
<td>Microbiology</td>
<td>3</td>
<td></td>
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<tr>
<td>MCB 2010L</td>
<td>Microbiology Lab</td>
<td>1 credit, 3 Lab hours weekly</td>
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<tr>
<td>MGF 1106</td>
<td>Mathematics for Liberal Arts I or</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra or</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Any higher level math course</td>
<td>3 credits</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NUR 1142</td>
<td>Pharmacology *</td>
<td>2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HUN 1201</td>
<td>Human Nutrition</td>
<td>3</td>
<td></td>
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<tr>
<td>DEP 2004</td>
<td>Human Growth and Development</td>
<td>3</td>
<td></td>
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</tr>
<tr>
<td>HUM 2020</td>
<td>Introduction to Humanities or</td>
<td>3</td>
<td></td>
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</tr>
<tr>
<td>HUM 2210</td>
<td>Prehistory to the Renaissance or</td>
<td>3</td>
<td></td>
<td></td>
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<tr>
<td>HUM 2230</td>
<td>Renaissance to Modern Times or</td>
<td>3</td>
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<tr>
<td>HUM 2310</td>
<td>Mythology in the Arts or</td>
<td>3</td>
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<tr>
<td>HUM 2511</td>
<td>Art and Music or</td>
<td>3</td>
<td></td>
<td></td>
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<tr>
<td>HUM 2551</td>
<td>Philosophy and Religion or</td>
<td>3</td>
<td></td>
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</tr>
<tr>
<td>PHI 2600</td>
<td>Ethics</td>
<td>3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Additional Information:**

An overall GPA of 2.8 or higher, with no grade below a C, is required in all prerequisite courses to be considered for admission into the program. Completion of these courses does not guarantee acceptance into the program. All science courses must have a lab.

For credit toward admission to the program, BSC 2085 - Anatomy and Physiology I, BSC 2085L - Anatomy and Physiology I Lab, BSC 2086 - Anatomy and Physiology II, and BSC 2086L - Anatomy and Physiology II Lab coursework must be completed with a C or higher within the previous five years. If coursework was completed more than five years ago you must pass the college required competency exam OR you may complete BSC 2084C - Essentials of Anatomy and Physiology I with a C or higher. Any repeat course must also be completed with a grade of C or better.

An exemption examination for HUN 1201 - Human Nutrition is available in the Nursing Department. A score of 80% is required to pass exam. A student cannot enter the Fast-Track Bridge component without a successful exam score or satisfactory completion of this course.

All competency/exemption exams must be completed prior to the application deadline. Please contact the testing center for testing information.

The nursing courses are to be completed in the following sequence. In order to progress in the nursing program, all nursing courses must be completed with a minimum grade of C.
# Core Courses

## First Semester: 8 9 Credit Hours

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits: Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 1204C - Transition: Adult Health</td>
<td>8 credits</td>
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<td></td>
</tr>
</tbody>
</table>

## Second Semester: 3 11.5 Credit Hours

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits: Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 1520C - Mental Health</td>
<td>3 credits</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NUR 2240C Transition Adult Health II</td>
<td>11.5 credits</td>
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<td></td>
</tr>
</tbody>
</table>

## Third Semester: 9 9.5 Credit Hours

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits: Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 2241C - Nursing Process II</td>
<td>9 credits</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NUR 2412C - Transition: Maternal, Infant, Child, Adolescent</td>
<td>8 credits</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>NUR 2880C Transition Nursing Roles and Leadership</td>
<td>3.5 credits</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Experiential Credit* 12 Credit Hours

* 12 college credits are awarded to all students for experiential learning in nursing upon successful completion of NUR 1204C, and NUR 2240C with a grade of C or better, as well as documentation of licensure and a minimum of one year of full-time employment. LPNs who have graduated more than five years ago and/or out-of-state graduates must meet the above requirements and pass the NLN Nursing Acceleration Challenge Exam (N.A.C.E.): Foundations of Nursing at the national average or higher.

## Registered Nursing A.S. Total 72 65 Credit Hours

In order to meet graduation requirements, students must demonstrate knowledge of computers as set forth in the Associate in Science Degree General Education Requirements of the Catalog.

## Program Notes:

All nursing students must construct their class schedules with the assistance of the nursing faculty, who must approve all course exemptions, alternatives, or substitutions. Additional costs are required when admitted to this program, including costs of uniforms, clinic shoes, liability insurance, health insurance, medical exam, standardized testing, graduation costs, in-depth background screen, and licensing fees. Students are required to submit proof of current CPR certification-health care provider prior to participation in hands-on clinical rotations. Students must maintain current CPR certification throughout the nursing program. Standardized tests and remediation are mandatory for all students. Laboratories in nursing are calculated using a 1 to 3 ratio or one credit equals 150 minutes. Course calendars may vary from the College calendar due to availability of clinical sites.
EDUCATIONAL AFFAIRS COMMITTEE
Action Form

☐ NEW PROGRAM PROPOSAL
☒ CHANGE IN PROGRAM PROPOSAL
☐ REQUEST FOR DELETION OF PROGRAM

CIP Number
Mnemonic Code BRTA
Changes to Mnemonic Code
Effective Term Fall 2015

Current or Proposed New Program Title
LPN-RN Bridge: Traditional Full-Time, A.S.

Check Box for Program Type:
☐ Associate in Arts Emphasis
☐ College Credit Certificate
☐ PSAV
☐ Gainful Employment
☐ Yes
☐ No
☒ Associate in Science
☐ Applied Technology Diploma
☐ Baccalaureate

Program Credits or PSAV
Clock Hrs. 72

WHAT IS CURRENTLY IN EFFECT

From:
Program credit hours 72
General Education Courses MCB 2010, MCB 2010L, SPC 2608
NUR 1142, NUR 1520C, NUR 2420C, NUR 2310C
NUR 1213C 8 credit hours
NUR 2241 C 9 credit hours

To:
Reduce program credit hours from 72 to 65 by removing
General Education Courses MCB 2010, MCB 2010L, SPC 2608
Remove NUR 1142, NUR 1520C, NUR 2420C, NUR 2310C (15 credit hours)
Increase credit hours from 8 to 10 for course NUR 1213C
Increase credit hours from 9 to 12 for course NUR 2241C
Add NUR 2412C MICA 6 credits
Add NUR 2881C Nursing Roles and Leadership 4 credits

WHAT IS PROPOSED

Total Current Credit or PSAV Clock Hrs.
From: 72
To: 65

Total New Credit or PSAV Clock Hrs.
65

Rationale Required for New Program, Change in Program, Request for Deletion
The NUR 1142, NUR 1520C is being deleted and the content to be incorporated into the remaining NUR program courses.
NUR2412C is being changed to reduce the amount of Maternity and Pediatric nursing content to allow for additional foundational, medical surgical content areas to be covered.
NUR 2881C is being created to incorporate the leadership/management skills from another course and the course to be taken in the last semester to prepare them for entry into the workforce as a RN.
The General Education courses MCB 2010, MCB 2010L and SPC 2608 are being deleted from the program requirements to transition to lower overall program credits, as these Gen Ed courses are not necessary for the RN Degree. They will serve as pre-reqs to the BSN Program. NUR credits will remain at 32 credits.

SUBSTANTIVE CHANGE REVIEW

If the proposal is for a new program, a completed Substantive Change Notification Form must be attached to this proposal.
If SACS-COC notification is required, a response must be received from them before this proposal will be submitted to the FGC Board of Trustees.
If SACS approval has been received, attach a copy of the approval to this proposal.

Initiator Melody Corso

Date Submitted 2/26/2015

REQUIRED SIGNATURES

APPROVED

APPROVED

WITH

CHANGES

NOT

APPROVED

DATE

VP – Academic Programs

Tracy Hickman

2/26/2015

VP – Occupational Programs

Educational Affairs Committee Action

3/11/2015

Do not submit to Board of Trustee pending receipt of SACS
acceptance/approval
☐ Approval received
☐ Approval not received

SACS notification accepted or approval received (see attached)
☐ Yes
☐ No

SACS notification or approval not required
☐ Yes
☐ No

Submit to Board of Trustees
☒ Yes
☐ No

Vice President, Occupational Programs, Chair

4/14/2015

60
### LPN to RN Bridge: Traditional Full-Time, A.S.

#### LPN-RN Bridge: Traditional Full-Time (BRTA)

**Banner Code:** BRTA

**Associate in Science**

*(72 credits: 10 experiential credits awarded for LPN status) 65 credits*

The Associate in Science degree in Nursing (ASDN), a limited access program, includes the following components: Traditional Generic, LPN-to-RN Bridge: Traditional Full-Time, and the LPN-to-RN Bridge: Fast-Track Part-Time. The ASDN program is approved by the Florida Board of Nursing (1964), 4052 Bald Cypress Way, BIN C02, Tallahassee, FL 32399-3252, (850) 245-4125 and accredited by the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Rd NE, Suite 850, Atlanta, GA 30326, (404) 975-5000, fax (404) 975-5020.

Because of the common body of knowledge between the Practical Nursing program and the Registered Nursing program, it is possible for accepted Licensed Practical Nurses to complete the LPN-to-RN Bridge: Traditional Full-Time component in approximately three semesters. Completion of this component qualifies the student to take the national licensing exam to become a registered nurse.

**Students seeking admission to the Traditional Bridge component must:**

1. submit a Florida Gateway College admission application to the Admissions Office,
2. have official high school transcript, GED or documentation of Home Schooling, and any transcripts from colleges other than FGC sent to the FGC Admissions Office,
3. provide scores for ACT or SAT standardized testing OR register and take a college placement test prior to advisement in the nursing department,
4. complete developmental education courses as required, prior to registering for the science courses,
5. maintain minimum GPA of 2.8 and no grade below a C in all prerequisite courses and any completed corequisite courses,
6. score at the national average or higher on the NLN Nursing Acceleration Challenge Exam (N.A.C.E.) if the student graduated from a PN program more than five years ago or outside the state of Florida,
7. submit to the Nursing Department by the established deadline:
   - the Traditional Bridge supplemental application,
   - an unofficial copy of transcripts from colleges attended including FGC,
   - a copy of current Florida LPN license,
   - current score (within past two years) of 75 or higher on the nursing entrance exam (RNET/HESI),
   - documentation of full-time work experience as an LPN (acute care facility preferred). **All applicants must have one year of documented full-time work experience as an LPN prior to admission.** Applicants with less than one year of full-time work experience as an LPN as of the established deadline, must submit documentation of all full-time work experience at that time. Proof of completion of remaining work experience (to equal or exceed one year) must be submitted by the last day of open registration as determined by the FGC Academic Calendar.

Prerequisite and corequisite courses completed by the end of the spring term in which you are applying are included in the required 2.8 GPA for admission to the program.
The student must provide official transcripts to the Nursing Department and the Registrar’s Office immediately following the end of fall semester for prerequisites and/or corequisites taken at a college other than FGC during the fall semester in which the student is applying. The official transcripts must be received by the last day of open registration as determined by the FGC Academic Calendar. Failure to provide these in a timely manner may result in nonadmission to the nursing program.

Applicants are responsible for providing the above documentation if they wish to be considered for admission to the nursing program. Make copies of all documentation for your personal records. Failure to present proper documentation may result in non-acceptance into the program.

Meeting the above criteria does not guarantee admission to the program. Admission is competitive. Admission is awarded to those individuals with the highest points using the ASDN Point System for Competitive Admission.

In-depth admission information may be found in the ASDN LPN-to-RN Bridge: Traditional Full-Time Admission Booklet in the Nursing and Health Sciences Department, the Admissions Office, and the College Web site www.fgc.edu. Florida Gateway College reserves the right to make changes in admission criteria and program information as circumstances require in the continuing development of the program.

In order to meet clinical agency requirements where student training will take place, all students in the Nursing and Health Sciences Programs must now meet state and federal regulations as described by Florida Statutes S. 400.211. An in-depth background screen and drug/alcohol screen are required. Further instructions regarding the background and drug/alcohol screen are provided in the acceptance letter. All screening must be completed no more than six weeks prior to the first day of class. Results of screening must be available to the program coordinator by the last day of open registration as determined by the FGC Academic Calendar.

Random screening within the program may be required. Cost is the responsibility of the student for admission background and drug/alcohol screening and any further random analysis.

All students who graduate from a nursing program and wish to take the registered nurse NCLEX-RN exam in Florida are subject to the licensure and screening process of the Florida Board of Nursing.

Program Readmission

A student who has been admitted into the program and withdraws or does not satisfactorily complete the requirements for a required course may be considered for readmission. A student may be readmitted no more than one time. A student who has previously been readmitted and who subsequently earns a grade of D will be dismissed from the program.

The LPN-to-RN Bridge: Traditional Full-Time component includes 30 23 credit hours of general education courses, 32 credit hours of nursing courses, and 10 experiential learning credits. The following prerequisite courses must be completed by the end of the Fall term prior to January admission.

Prerequisite Courses: 26 Credit Hours – 17 Credit Hours

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 1101 - Freshman Composition I</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BSC 2085 - Anatomy and Physiology I</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BSC 2085L - Anatomy and Physiology I Lab</td>
<td>1 credit, 3 Lab hours weekly</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>BSC 2086 - Anatomy and Physiology II</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BSC 2086L - Anatomy and Physiology II Lab</td>
<td>1 credit,</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
MCB 2010 - Microbiology

3 credits

MCB 2010L - Microbiology Lab

1 credit, 3 Lab hours weekly

MGF 1106 - Mathematics for Liberal Arts I or

3 credits

MAC 1105 - College Algebra or

• Any higher level math course 3 credits

HUN 1201 - Human Nutrition

3 credits

NUR 1142 - Pharmacology*

2 credits

Additional Information:

An overall GPA of 2.8 or higher, with no grade below a C is required in prerequisite courses to be considered for admission into the program. Completion of these courses does not guarantee acceptance into the program. All science courses must have a lab.

For credit toward admission to the program, BSC 2085 - Anatomy and Physiology I, BSC 2085L - Anatomy and Physiology I Lab, BSC 2086 - Anatomy and Physiology II and BSC 2086L - Anatomy and Physiology II Lab course work must be completed with a C or higher within the previous five years. If coursework was completed more than five years ago, you must pass the college required competency exam OR you may complete BSC 2084C - Essentials of Anatomy and Physiology I with a C or higher. Any repeat course must also be completed with a grade of C or better.

An exemption examination for HUN 1201 - Human Nutrition is available in the Nursing Department. A score of 80% is required to pass exam. A student cannot enter the Traditional Bridge component without a successful exam score or satisfactory completion of this course.

All competency/exemption exams must be completed prior to the September 15 application deadline. Please contact the testing center for testing information.

Corequisite Courses: 6 Credit Hours

The following corequisite courses may be taken prior to or following admission to the Nursing Program.

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
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<tbody>
<tr>
<td>SPC 2608 – Public Speaking</td>
<td>3 credits</td>
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<td>DEP 2004 - Human Growth and Development</td>
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<td>PHI 2600 - Ethics or</td>
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<td>3 credits</td>
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<td>HUM 2230 - Renaissance to Modern Times or</td>
<td>3 credits</td>
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<tr>
<td>HUM 2310 - Mythology in the Arts or</td>
<td>3 credits</td>
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<tr>
<td>HUM 2511 - Art and Music or</td>
<td>3 credits</td>
<td></td>
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<tr>
<td>HUM 2551 - Philosophy and Religion</td>
<td>3 credits</td>
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</tbody>
</table>

• (must be completed prior to graduation)
Note(s):
All corequisite courses must be completed in order to graduate from the Nursing Program. Each course completed is included in the student’s GPA for admission purposes. An overall GPA of 2.8 or higher, with no grade below a C, is required in all corequisite courses. Students who do not complete the corequisite courses with a C or better within the specified timeframe will not be permitted to continue in the nursing program.

Core Courses
The nursing courses are to be completed in the following sequence. In order to progress in the nursing program, all nursing courses must be completed with a minimum grade of C.

First Semester: 8 Credit Hours 10 Credit Hours

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
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<tbody>
<tr>
<td>NUR 1213C - Nursing Process I</td>
<td>8 credits</td>
<td>10</td>
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</table>

Second Semester: 3 Credit Hours  12 Credit Hours

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 1520C - Mental Health</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NUR 2241C - Nursing Process II</td>
<td>9 credits</td>
<td>12</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Third Semester: 9 Credit Hours 10 Credit Hours

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 2412C MICA Nursing</td>
<td>8 credits</td>
<td>6</td>
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<tr>
<td>NUR 2881C Nursing Roles and Leadership</td>
<td>4 credits</td>
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Fourth Semester: 10 Credit Hours

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 2420C - Maternity Health</td>
<td>5 credits</td>
<td>6</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NUR 2310C - Pediatric Nursing</td>
<td>5 credits</td>
<td></td>
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</tbody>
</table>

Experiential Credit* 10 Credit Hours

* 10 college credits are awarded to all students for experiential learning in nursing upon successful completion of NUR 1213C and NUR 2241C with a grade of C or better, as well as documentation of licensure and a minimum of one year of full-time employment. LPNs who have graduated more than five years ago and/or out-of-state graduates must meet the above requirements and pass the NLN Nursing Acceleration Challenge Exam (N.A.C.E.): Foundations of Nursing at the national average or higher.

Registered Nursing A.S. Total 72 65 Credit Hours

In order to meet graduation requirements, students must demonstrate knowledge of computers as set forth in the Associate in Science Degree General Education Requirements of the Catalog.
Program Notes:

All nursing students must construct their class schedules with the assistance of the nursing faculty, who must approve all course exemptions, alternatives, or substitutions.
Additional costs are required when admitted to this program including costs of uniforms, clinic shoes, liability insurance, health insurance, medical exam, standardized testing, graduation costs, in-depth background screen, and licensing fees.
Students are required to submit proof of current CPR certification [Healthcare Provider for American Heart Association (AHA) or Professional Rescuer for American Red Cross (ARC)] prior to participation in hands-on clinical rotations. Students must maintain current CPR certification throughout the nursing program.
Standardized tests and remediation are mandatory for all students.
Laboratories in nursing are calculated using a 1 to 3 ratio or one credit equals 150 minutes.
Course calendars may vary from the College calendar due to availability of clinical sites. The student will have clinical assignments during days, evenings, weekdays, and weekends at various times during the nursing program.

Notes:
The NUR 1142, NUR 1009, NUR 1520C, NUR 1204C, NUR 2241C are being deleted and the content to be incorporated into the remaining and new NUR program courses. NUR 1050C is being created to expand the foundational knowledge as well as adult health nursing theory. NUR 2240C is being created to provide an Adult Health II course in place of Nursing Process II. This change will allow the content to be more streamlined for the bridge program options. NUR2412C credits are being lowered to reduce the amount of Maternity and Pediatric nursing content to allow for additional foundational, medical surgical content areas to be covered. NUR 2880C is being created to incorporate the leadership/management skills from another course and the course to be taken in the last semester to prepare them for entry into the workforce as a RN. The General Education courses MCB 2010, MCB 2010L and SPC 2608 are being deleted from the program requirements to transition to lower overall program credits, as these Gen Ed courses are not necessary for the RN Degree. They will serve as pre-reqs to the BSN Program. NUR credits will increase from 32 to 34 credits.
ATTACH COPY OF DEGREE AUDIT SHEET(S)

---

**Paramedic to RN Bridge, A.S.**

**Paramedic-RN Bridge (BRPA)**

*Banner Code: BRPA*

*Associate in Science*

*(72 65 credits: 40 8 experiential credits awarded for Paramedic status)*

The College offers opportunities for Paramedics to become Registered Nurses through an accelerated curriculum. Because of the common body of knowledge between the Paramedics and the Registered Nursing program, it is possible for accepted Paramedics to complete the core nursing courses of the Associate in Science Degree in Nursing (ASDN) PM-to-RN Bridge Program within approximately 1 year and 1 semester.

(This program is supported by a Department of Labor grant.)

The ASDN program is approved by the Florida Board of Nursing (1964), 4052 Bald Cypress Way, BIN C02, Tallahassee, FL 32399-3252, (850) 245-4444 and accredited by the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Rd NE, Suite 850, Atlanta, GA 30326, (404) 975-5000, fax (404) 975-5020.

**Students seeking admission to the Paramedic to RN Bridge Track must:**

Submit a Florida Gateway College admission application to the Admissions Office by the timeframe designated on the FGC Academic Calendar.

Have official high school transcript, GED or documentation of Home Schooling, and any transcripts from colleges other than FGC sent to the FGC Admissions Office.

Provide scores for ACT or SAT standardized testing OR register and take a college placement test prior to advisement in the nursing department.

Complete developmental education courses as required, prior to registering for college level courses.

Complete all prerequisite courses with no grade below a C and a GPA of 2.8 (prerequisite and corequisite completed by the end of the semester in which you are applying are included in the required 2.8 GPA for admission to the program).

**Submit to the Nursing Department by the established deadline:**

the PM-RN Bridge supplemental application,

an unofficial copy of transcripts from colleges attended including FGC,

a copy of current Florida Paramedic license,

a current score (within past two years) of 75 or higher on the nursing entrance exam (RNET/HESI),

documentation of one year of full-time work experience as a PM prior to admission.

The student must provide official transcripts to the Nursing Department and the Registrar’s Office immediately following the end of the semester for prerequisites taken at a college other than FGC during the semester in which the student is applying. The transcripts must be received by the last day of open registration as determined by the FGC Academic Calendar. Failure to provide these in a timely manner may result in non-admission to the nursing program.

---
Applicants are responsible for providing the above documentation if they wish to be considered for admission to the nursing program. Make copies of all documentation for your personal records. **Failure to present proper documentation may result in non-acceptance into the program.**

**Meeting the above criteria does not guarantee admission to the program. Admission is competitive.** Admission is awarded to those individuals with the highest points using the ASDN Point System for Competitive Admission.

In-depth admission information may be found in the ASDN Paramedic to RN Admission Booklet in the Nursing and Health Sciences Department, the Admissions Office, and the College Web site www.fgc.edu. Florida Gateway College reserves the right to make changes in admission criteria and program information as circumstances require in the continuing development of the program.

Conditional acceptance letters are mailed by the date designated within the program brochure for the upcoming admission period.

In order to meet clinical agency requirements where student training will take place, all students in the Nursing and Health Sciences Programs must now meet state and federal regulations as described by Florida Statutes S. 400.211. An in-depth background screen and drug/alcohol screen are required. Further instructions regarding the background and drug/alcohol screen are provided in the acceptance letter. All screening must be completed by the timeframe as designated by the program coordinator. Random screening within the program may be required. Cost is the responsibility of the student for admission background and drug/alcohol screening and any further random analysis.

All students who graduate from a nursing program and wish to take the registered nurse NCLEX-RN exam in Florida are subject to the licensure and screening process of the Florida Board of Nursing.

**Program Readmission**

A student who has been admitted into the program and withdraws or does not satisfactorily complete the requirements for a required course may be considered for readmission. A student may be readmitted no more than one time. A student who has previously been readmitted and who subsequently earns a grade of D will be dismissed from the program.

The PM-RN Bridge Track component includes 30 23 credit hours of non-nursing courses, 32 34 credit hours of nursing courses, and 10 8 experiential learning credits. Nursing courses are designated with the NUR or NSP prefix. Human Nutrition (HUN 1201), a transferable non-nursing course, is counted within the non-nursing credit hours.

**Prerequisite Courses: 19- 23 Credit Hours**

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 1101 - Freshman Composition I</td>
<td>3 credits</td>
<td></td>
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</tr>
<tr>
<td><strong>SPC 2608—Public Speaking</strong></td>
<td>3 credits</td>
<td></td>
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</tr>
<tr>
<td>BSC 2085 - Anatomy and Physiology I</td>
<td>3 credits</td>
<td></td>
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</tr>
<tr>
<td>BSC 2085L - Anatomy and Physiology I Lab</td>
<td>1 credit, 3 Lab hours weekly</td>
<td></td>
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<tr>
<td>BSC 2086 - Anatomy and Physiology II</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BSC 2086L - Anatomy and Physiology II Lab</td>
<td>1 credit, 3 Lab hours weekly</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Course Name</td>
<td>Credits:</td>
<td>Term Taken</td>
<td>Grade</td>
<td>Gen Ed</td>
</tr>
<tr>
<td>------------------------------------------------</td>
<td>----------</td>
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</tr>
<tr>
<td>MCB 2010 - Microbiology</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MCB 2010L - Microbiology Lab</td>
<td>1 credit,</td>
<td>3 Lab hours</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NUR 1142 - Pharmacology *</td>
<td>2 credits</td>
<td></td>
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</tr>
</tbody>
</table>

Additional Information:

An overall GPA of 2.8 or higher, with no grade below a C is required in all prerequisite courses to be considered for admission into the program. Completion of these courses does not guarantee acceptance into the program. All science courses must have a lab.

For credit toward admission to the program, Anatomy and Physiology I BSC 2085, Anatomy and Physiology I Lab BSC 2085L, Anatomy and Physiology II BSC 2086, and Anatomy and Physiology II Lab BSC 2086L must be completed with a C or higher within the previous five years. If coursework was completed more than five years ago, you must pass the college required competency exam OR you may complete Essentials of Anatomy and Physiology I BSC 2084C with a C or higher. Any repeat course must also be completed with a grade of C or better.

All competency/exemption exams must be completed prior to the application deadline. Please contact the testing center for testing information.

Core Courses

The nursing courses are to be completed in the following sequence. In order to progress in the nursing program, all nursing courses must be completed with a minimum grade of C.

First Semester: 2 Credit Hours 13 Credit Hours

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
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<th>Grade</th>
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</tr>
</thead>
<tbody>
<tr>
<td>NUR 1009 - Transition to Professional Nursing</td>
<td>2 credits</td>
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<tr>
<td>NUR 1051C Career Transition to Nursing</td>
<td>13 credits</td>
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</tbody>
</table>
### Second Semester: 8 Credit Hours 11.5 Credit Hours

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
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</thead>
<tbody>
<tr>
<td>NUR 1204C—Transition: Adult Health</td>
<td>8 credits</td>
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<tr>
<td>NUR 2240C Transition Adult Health II</td>
<td>11.5</td>
<td>credits</td>
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</table>

### Third Semester: 12 Credit Hours 9.5 Credit Hours

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 1520C—Mental Health</td>
<td>3 credits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NUR 2241C—Nursing Process II</td>
<td>9 credits</td>
<td>8 credits</td>
<td>6 credits</td>
<td></td>
</tr>
<tr>
<td>NUR 2412C - Transition: Maternal, Infant, Child, Adolescent</td>
<td>8 credits</td>
<td>6 credits</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NUR 2880C Transition Nursing Roles and Leadership</td>
<td>3.5</td>
<td>credits</td>
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</tr>
</tbody>
</table>

### Fourth Semester: 8 Credit Hours

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Experiential Credit* 10 8 Credit Hours</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* 10 8 college credits are awarded to all students for experiential learning in nursing upon successful completion of NUR 1204C and NUR 2241C NUR 1051C and NUR 2240C with a grade of C or better, as well as documentation of licensure and a minimum of one year of full-time employment.

### Registered Nursing A.S. Total 72 65 Credit Hours

In order to meet graduation requirements, students must demonstrate knowledge of computers as set forth in the Associate in Science Degree General Education Requirements of the Catalog.

### Program Notes:

- All nursing students must construct their class schedules with the assistance of the nursing faculty, who must approve all course exemptions, alternatives, or substitutions.
- Additional costs are required when admitted to this program including costs of uniforms, clinic shoes, liability insurance, health insurance, medical exam, standardized testing, graduation costs, in-depth background screen, and licensing fees.
- Students are required to submit proof of current CPR certification - health care provider prior to participation in hands-on clinical rotations. Students must maintain current CPR certification throughout the nursing program.
- Standardized tests and remediation are mandatory for all students.
- Laboratories in nursing are calculated using a 1 to 3 ratio or one credit equals 150 minutes.
- Course calendars may vary from the College calendar due to availability of clinical sites.
EDUCATIONAL AFFAIRS COMMITTEE
ACTION FORM

- NEW COURSE PROPOSAL
- CHANGE IN COURSE PROPOSAL
- REQUEST FOR COURSE TERMINATION

1. ☒ Current Course Prefix/Number  
   NUR1020C
   - Proposed New Course Prefix/Number

2. ☒ Current Course Title  
   Nursing Foundations
   - Proposed New Course Title

3. Effective Academic Term  
   Fall 2015

4. ☒ Current Prerequisite(s)  
   Admission to LPN-RN Fast Track, LPN-RN Traditional, or Registered Nursing Program. NUR 1142, HUN 1201 with a grade of C or better
   - Proposed New Course Pre-requisite(s)

5. ☒ Current Co-requisite(s)  
   BSC 2086, BSC 2086L, DEP2004
   - Proposed New Course Co-requisite(s)

6. Lecture  
   Credit Hrs.
7. PSAV  
   Clock Hrs.
8. Lab  
   Cr. Hrs.
9. Combination Lecture/ Lab  
   Credit Hrs. ("C" course only)
   8 Hrs.

10. Recommended Lab Fee Amount  
    (new course only)
    Justification

11. Course Type (check all that apply):
   - AA
   - ☒ AS Program
   - ☐ Certificate
   - ☐ PSAV
   - ☐ Bachelor
   - ☐ Transfer
   - ☐ Non-Transfer
   - ☐ Elective
   - ☐ Gordon Rule
   - ☐ Course is Repeatable
   - Number of times

   College Level Skills Required:  
   - ☒ Writing
   - ☒ Reading
   - ☒ Math

12. Course Description (current or proposed new course)  
    Study of nursing fundamentals, designed to develop understanding, knowledge and skills for nursing care of patients of all ages. Includes concepts of health needs, nursing process, asepsis, body mechanics, nutrition, drug administration and nursing history

CHANGE(S) TO EXISTING COURSE  
(complete each box below where change is needed)

13. Change Credit Hrs. To:  
    10
14. Change Course Prefix/Number To:  
15. Change Course Title To:  

16. Change Course Description To:  
    Study of nursing fundamentals, designed to develop understanding, knowledge and skills for nursing care of patients of all ages. Includes concepts of health needs, nursing process, asepsis, body mechanics, nutrition, drug calculation, drug administration and nursing history

17. Change Pre-requisite(s) To:  
   Admission to Registered Nursing Traditional Program
   BSC 2085, BSC 2085L, ENC 1101, HUN 1201, MAC 1105 or MGF 1106 with a grade of C or better

18. Change Co-requisite(s) To:  
   BSC 2086, BSC 2086L

19. Change in College Level Skills  
    - Yes
    - ☒ No
    If yes, please indicate:  
    - ☐ Writing
    - ☐ Reading
    - ☐ Math

20. If Change in Lab Fee, please indicate:  
    Current fee $300.10
    New fee amount $570.75

21. Purpose of fee (required)  
    Change in cost of background checks, testing, and consumable goods

22. Rationale Required for New Course, Change in Course or Request for Course Termination  
    Evidence base research show improved student success in incorporating pharmacology into the course with relevant topics being studied.

Initiator  
Melody Corso

Date Submitted  
2/26/2015

REQUIRED SIGNATURES  
APPROVED  
APPROVED WITH CHANGES  
NOT APPROVED  
DATE

- VP, Academic Programs
- VP, Occupational Programs  
  Tracy Hickman  
  2/26/2015
- Educational Affairs Committee Action  
  3/11/2015
- Submit to Board of Trustees  
  - ☒ Yes
  - ☐ No  
  4/14/2015
- Vice President, Occupational Programs, Chair
Check One: ☐ New Fee ☒ Adjustment to Existing Fee ☐ Delete Fee ☐ Annual Review of Lab Fee

Course Prefix, Number, and Title: NUR 1020C Nursing Foundations

Current Lab Fee Amount: 300.10 New Lab Fee Amount: 570.75
Effective Term: Fall 2015

Course Cost Center Number:

JUSTIFICATION: List anticipated Extraordinary Expenses. You **MUST** attach a copy of the Supporting Documentation on how the costs were established on a per student basis.

<table>
<thead>
<tr>
<th>Materials and Supplies</th>
<th>$ Cost</th>
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<tbody>
<tr>
<td>• Consumables</td>
<td>40.00</td>
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<tr>
<td>• Nursing Kit</td>
<td>80.00</td>
</tr>
<tr>
<td>•</td>
<td></td>
</tr>
<tr>
<td>•</td>
<td></td>
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</tbody>
</table>

Services
- HESI Testing 175.25
- Clinical Instruction 100.00
- Background/Drug Screening 163.00

Liability Insurance
- Liability Insurance 12.50
- •
- •

TOTAL Fee 570.75

APPROVAL:

Coordinator/Director: ☐ Date: 2/26/2015 Signature: **Melody Corso**

Appropriate Vice President: ☒ Date: 2/26/2015 Signature: **Tracy Hickman**

Approved by District Board of Trustees: ☐ Date: ____

Change in cost of background checks, testing, and consumable goods
## New Course Proposal

### Current Course Prefix/Number
- Yes [☐] Proposed New Course Prefix/Number: NUR 1051C

### Current Course Title
- No [☐] Proposed New Course Title: Career Transition to Nursing

### Effective Academic Term
- Fall 2015

### Current Prerequisite(s)
- No [☐] Proposed New Course Pre-requisite(s):
  - Admission to a PM-RN Bridge program: ENC 1101, DEP2004, HUN1201, MAC 1105 or MGF 1106, BSC 2085, BSC 2085L, BSC 2086, BSC 2086L, PHI 2600 Ethics Or HUM 2020, Or HUM 2210, Or HUM 2230, Or HUM 2310 with grade of C or better

### Current Co-requisite(s)
- No [☐] Proposed New Course Co-requisite(s)

### Lecture Credit Hrs.
- 7. PSAV Clock Hrs.
- 8. Lab Cr. Hrs.

### Combination Lecture/ Lab Credit Hrs. ("C" course only)
- 13 Hrs.

### Recommended Lab Fee Amount (new course only)
- $570.75 cost of background checks, testing, clinical instruction, consumable goods

### Course Type
- Yes [☐] AA Program
- Yes [☐] AS Program
- No [☐] Certificate
- No [☐] PSAV
- No [☐] Bachelor
- No [☐] Transfer
- No [☐] Non-Transfer
- No [☐] Elective
- No [☐] Gordon Rule
- Yes [☐] Course is Repeatable
- Number of times

### College Level Skills Required
- Yes [☐] Writing
- Yes [☐] Reading
- Yes [☐] Math

### Course Description
- This course introduces the experienced paramedic or health care providers to the functional and professional roles of the registered nurse. The course provides a study of the information, skills, nursing process, and evidence-based practices use to care for adult clients with specific medical surgical problems. The clinical focus is on using increasingly complex skills and interventions within these roles to assist the adult patient in regaining optimal health.

### Change(s) to Existing Course
- Complete each box below where change is needed

### Change Credit Hrs. To:
- 13. Change Clock Hrs. To:

### Change Course Prefix/Number To:
- 14. Change Course Prefix/Number To:

### Change Course Title To:
- 15. Change Course Title To:

### Change Pre-requisite(s) To:
- 16. Change Course Description To:

### Change Co-requisite(s) To:
- 17. Change Pre-requisite(s) To:
- 18. Change Co-requisite(s) To:

### Change in College Level Skills
- Yes [☐] Writing
- Yes [☐] Reading
- Yes [☐] Math

### Change in Lab Fee
- Current fee $ 413
- New fee amount $ 570.75
- Purpose of fee (required)

### Rationale Required
- For New Course, Change in Course or Request for Course Termination: Based on evidence research and our own two previous classes, paramedics need development of fundamental nursing skills. This course may also be adapted to other non-nursing health care providers

### Initiator
- Melody Corso

### Date Submitted
- 2/26/2015

### Required Signatures

<table>
<thead>
<tr>
<th>Role</th>
<th>Approved</th>
<th>Approved with Changes</th>
<th>Not Approved</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>VP, Academic Programs</td>
<td></td>
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<td></td>
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<tr>
<td>VP, Occupational Programs</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Educational Affairs Committee Action</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Submit to Board of Trustees</td>
<td>Yes [☐]</td>
<td>No [☐]</td>
<td></td>
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</tr>
<tr>
<td>Vice President, Occupational Programs, Chair</td>
<td></td>
<td></td>
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<td></td>
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</tbody>
</table>
COURSE INVENTORY INPUT FORM
(Complete all items that apply)

COURSE NAME  Career Transition to Nursing  COURSE #  NUR 1051C

SPECIAL GRADING  ☐ S/U  ☒ Alpha  ☐ Non-Graded

General Education Requirement (Mark all that apply):
☐ Communications;  ☐ Math;  ☐ Group 1 Humanities;  ☐ Group 1 Natural Science;  ☐ Group 1 Social Science
☐ Group 2 Humanities;  ☐ Group 2 Natural Science;  ☐ Group 2 Social Science

PLEASE MARK THE APPROPRIATE COURSE CLASSIFICATION VALUE

<table>
<thead>
<tr>
<th>1.1 Advanced and Professional</th>
<th>1.2 Postsecondary Vocational</th>
<th>1.2 Postsecondary Adult Vocational</th>
<th>1.2 Continuing Workforce Ed</th>
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</thead>
<tbody>
<tr>
<td>☐ 1.11.01 Agriculture &amp; Nat Res</td>
<td>☐ 1.21.01 Agriculture</td>
<td>☐ 1.21.02 Agriculture</td>
<td>☐ 1.21.03 Agriculture</td>
</tr>
<tr>
<td>☐ 1.11.02 Architecture &amp; Environ.</td>
<td>☐ 1.22.01 Marketing</td>
<td>☐ 1.22.02 Marketing</td>
<td>☐ 1.22.03 Marketing</td>
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<tr>
<td>☐ 1.11.04 Biological Science</td>
<td>☐ 1.23.01 Health Occupations</td>
<td>☐ 1.23.02 Health Occupations</td>
<td>☐ 1.23.03 Health Occupations</td>
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<tr>
<td>☐ 1.11.09 Engineering</td>
<td>☐ 1.24.01 Family and Consumer Sci</td>
<td>☐ 1.24.02 Family and Consumer Sci</td>
<td>☐ 1.24.03 Family &amp; Consumer Sci</td>
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<tr>
<td>☐ 1.11.12 Health Professions</td>
<td>☐ 1.25.01 Business</td>
<td>☐ 1.25.02 Business</td>
<td>☐ 1.25.03 Business</td>
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<td>☐ 1.11.19 Physical Sciences</td>
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<td>☐ 1.12.10 Fine &amp; Applied Arts</td>
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<td>☐ 1.27.02 Public Service</td>
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<td>☐ 1.15.05 Bus &amp; Management</td>
<td>☐ 1.3 Adult General Education</td>
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<td>☐ 1.16.07 Computer &amp; Info Science</td>
<td>☐ 1.31.01 College Prep</td>
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<td>☐ 1.16.17 Mathematics</td>
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<td>☐ 1.31.03 EAP College Prep</td>
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<td>☐ 1.18.49 Interdisciplinary</td>
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</tbody>
</table>

Maximum Enrollment _______
Total Contact Hours _______
Attach Calculations on separate sheet
Check One: ☒ New Fee  ☐ Adjustment to Existing Fee  ☐ Delete Fee  ☐ Annual Review of Lab Fee

Course Prefix, Number, and Title:  NUR 1051C Career Transition to Nursing

Current Lab Fee Amount:  

New Lab Fee Amount:  570.75

Effective Term:  Fall 2015

Course Cost Center Number:  

**JUSTIFICATION:** List anticipated Extraordinary Expenses. You **MUST** attach a copy of the Supporting Documentation on how the costs were established on a per student basis.

<table>
<thead>
<tr>
<th>Materials and Supplies</th>
<th>$ Cost</th>
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<th>Services</th>
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<td>• HESI Testing</td>
<td>175.25</td>
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<tr>
<td>• Clinical Instruction</td>
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<tr>
<td>• Background/Drug Screening</td>
<td>163.00</td>
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<th>Liability Insurance</th>
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**TOTAL Fee**  570.75

**APPROVAL:**

Coordinator/Director:  ☐ Date: **2/26/2015**  Signature:  *Melody Corso*

Appropriate Vice President:  ☐ Date:  Signature:  

Approved by District Board of Trustees:  ☐ Date:  

**Cost of background checks, testing, clinical instruction, and consumable goods**
EDUCATIONAL AFFAIRS COMMITTEE
ACTION FORM

☐ NEW COURSE PROPOSAL
☒ CHANGE IN COURSE PROPOSAL
☐ REQUEST FOR COURSE TERMINATION

1. ☒ Current Course Prefix/Number NUR 1204C
   ☐ Proposed New Course Prefix/Number

2. ☒ Current Course Title Transition To Adult Health
   ☒ Proposed New Course Title Transition To Adult Health I

3. Effective Academic Term
   Fall 2015

4. ☒ Current Prerequisite(s) Admission to the LPN-RN Fast-Track program or the Paramedic to RN program and BSC 2085, BSC 2085L, BSC 2086, BSC 2086L, DEP 2004, ENC 1101, HUN 1201, MAC 1105, MCB 2010, MCB 2010L, NUR 1142, PSY 2012, SPC 2608, and PHI 2600 or HUM 2511.
   ☐ Proposed New Course Pre-requisite(s)

5. ☐ Current Co-requisite(s)
   ☐ Proposed New Course Co-requisite(s)

6. Lecture Credit Hrs.
7. PSAV Clock Hrs.
8. Lab Cr. Hrs.
9. Combination Lecture/ Lab Credit Hrs. ("C" course only)
   8 Hrs.
10. Recommended Lab Fee Amount (new course only)
    Justification

11. Course Type (check all that apply):
    ☐ AA
    ☒ AS Program
    ☐ Certificate
    ☐ PSAV
    ☐ Bachelor
    ☐ Transfer
    ☐ Non-Transfer
    ☐ Elective
    ☐ Gordon Rule
    ☐ Course is Repeatable
    ☐ Number of times

College Level Skills Required: ☒ Writing ☒ Reading ☒ Math

12. Course Description (current or proposed new course)

CHANGE(S) TO EXISTING COURSE (complete each box below where change is needed)

13. Change Credit Hrs. To: 9
    Change Clock Hrs. To:
14. Change Course Prefix/Number To:
15. Change Course Title To:
16. Change Course Description To:

17. Change Pre-requisite(s) To: Admission to the LPN-RN Fast-Track program, ENC 1101, DEP2004, HUN201, MAC 1105 or MGF 1106, BSC 2085, BSC 2085L, BSC 2086, BSC 2086L, PHI 2600 Ethics Or HUM 2020, Or HUM 2210, Or HUM 2230, Or HUM 2310 with grade of C or better
18. Change Co-requisite(s) To:

19. Change in College Level Skills ☐ Yes ☒ No
    If yes, please indicate:
    ☐ Writing
    ☐ Reading
    ☐ Math

20. If Change in Lab Fee, please indicate:
    Current fee $ 421.30
    New fee amount $490.75
21. Purpose of fee (required)
    Change in cost of background checks, testing, and consumable goods

22. Rationale Required for New Course, Change in Course or Request for Course Termination
    Evidence base research show improved student success in incorporating pharmacology into the course with relevant topics being studied.

Initiator
Melody Corso

REQUIRED SIGNATURES

APPROVED
APPROVED WITH CHANGES
NOT APPROVED
DATE

VP, Academic Programs
VP, Occupational Programs
Educational Affairs Committee Action
Submit to Board of Trustees
Vice President, Occupational Programs, Chair

Date Submitted
2/26/2015

Tracy Hickman
2/26/2015
3/11/2015
4/14/2015

76
**LAB FEE APPROVAL FORM**

**Check One:**
- ☐ New Fee
- ☒ Adjustment to Existing Fee
- ☐ Delete Fee
- ☐ Annual Review of Lab Fee

**Course Prefix, Number, and Title:**  NUR 1204C Transition Adult Health 1

**Current Lab Fee Amount:** 421.30  
**New Lab Fee Amount:** 490.75

**Effective Term:**  Fall 2015

**Course Cost Center Number:**

**JUSTIFICATION:** List anticipated Extraordinary Expenses. You **MUST** attach a copy of the Supporting Documentation on how the costs were established on a per student basis.

<table>
<thead>
<tr>
<th>Materials and Supplies</th>
<th>$ Cost</th>
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<tbody>
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<td>163.00</td>
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</tbody>
</table>

**Liability Insurance**

- Liability Insurance 12.50
- •
- •

**TOTAL Fee** 490.75

**APPROVAL:**

**Coordinator/Director:**  ☐ Date: 2/26/2015  Signature: Melody Corso

**Appropriate Vice President:**  ☒ Date: 2/26/2015  Signature: Tracy Hickman

**Approved by District Board of Trustees:**

Change in cost of background checks, testing, and consumable goods
EDUCATIONAL AFFAIRS COMMITTEE
ACTION FORM

☐ NEW COURSE PROPOSAL
☒ CHANGE IN COURSE PROPOSAL
☐ REQUEST FOR COURSE TERMINATION

1. ☒ Current Course Prefix/Number  NUR 1213C
☐ Proposed New Course Prefix/Number

2. ☒ Current Course Title
Nursing Process I
☐ Proposed New Course Title

3. Effective Academic Term
Fall 2015

4. ☒ Current Prerequisite(s)
Admission to LPN-RN Fast Track, LP-RN Traditional program, or Registered Nursing Program, NUR 1020C, BSC 2086, BSC 2086L, with a grade of C or better.
☐ Proposed New Course Pre-requisite(s)

5. ☒ Current Co-requisite(s)  MCB 2010, MCB 2010L
☐ Proposed New Course Co-requisite(s)

6. Lecture Credit Hrs.
7. PSAV Clock Hrs.
8. Lab Cr. Hrs.
9. Combination Lecture/ Lab Credit Hrs. ("C" course only) 8 Hrs.
10. Recommended Lab Fee Amount (new course only) Justification

11. Course Type (check all that apply):
☐ AA ☒ AS Program ☐ Certificate ☐ PSAV ☐ Bachelor ☐ Transfer ☐ Non-Transfer ☐ Elective ☐ Gordon Rule
☐ Course is Repeatable  Number of times
College Level Skills Required: ☒ Writing  ☒ Reading  ☒ Math

12. Course Description (current or proposed new course)

CHANGE(S) TO EXISTING COURSE (complete each box below where change is needed)

13. Change Credit Hrs. To: 10
Change Clock Hrs. To:
14. Change Course Prefix/Number To:
15. Change Course Title To:
16. Change Course Description To:

17. Change Pre-requisite(s) To: Admission to LPN-RN Traditional program or Registered Nursing, NUR1020C, BSC2086, BSC 2086L with a grade of C or better
18. Change Co-requisite(s) To: DEP 2004 Human Growth & Development

19. Change in College Level Skills  ☐ Yes  ☒ No  If yes, please indicate: ☐ Writing  ☐ Reading  ☐ Math

20. If Change in Lab Fee, please indicate:
Current fee $ 392.11
New fee amount $295.25

21. Purpose of fee (required)  Change in cost of background checks, testing, and consumable goods

22. Rationale Required for New Course, Change in Course or Request for Course Termination.
Evidenced based practice shows incorporating pharmacology and clinical skills information throughout the course where information is taught gives students a better understanding and application which improves students’ success and retention.

Initiator  Melody Corso  Date Submitted  2/26/2015

REQUIRED SIGNATURES
VP, Academic Programs
VP, Occupational Programs  ☒ Tracy Hickman  2/26/2015
Educational Affairs Committee Action
Submit to Board of Trustees  ☒ Yes  ☐ No  4/14/2015
Vice President, Occupational Programs, Chair
Check One: ☐ New Fee  ☒ Adjustment to Existing Fee  ☐ Delete Fee  ☐ Annual Review of Lab Fee

Course Prefix, Number, and Title:  NUR 1213C Nursing Process I

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<td>New Lab Fee Amount:</td>
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Effective Term: Fall 2015

Course Cost Center Number:  

**JUSTIFICATION:** List anticipated Extraordinary Expenses. You **MUST** attach a copy of the Supporting Documentation on how the costs were established on a per student basis.

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**Services**

| • HESI Testing  | 175.25 |
| • Clinical Instruction | 100.00 |
| •                      |        |

**Liability Insurance**

| •                      |        |
| •                      |        |
| •                      |        |

**TOTAL Fee**  295.25

**APPROVAL:**

Coordinator/Director: ☐ Date: **2/26/2015**  Signature: **Melody Corso**

Appropriate Vice President: ☒ Date: **2/26/2015**  Signature: **Tracy Hickman**

Approved by District Board of Trustees: ☐ Date: _____

Change in cost of background checks, testing, and consumable goods
### Change(s) to Existing Course

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<th>17. Change Pre-requisite(s) To:</th>
<th>18. Change Co-requisite(s) To:</th>
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<tr>
<th>19. Change in College Level Skills Yes ☒ No ☐</th>
<th>If yes, please indicate: Writing ☐ Reading ☐ Math ☒</th>
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<tr>
<th>20. If Change in Lab Fee, please indicate: Current fee $</th>
<th>New fee amount $</th>
<th>21. Purpose of fee (required)</th>
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22. **Rationale Required** for New Course, Change in Course or Request for Course Termination

This course focuses on transitioning students with previous health care skills and knowledge to an Associate Degree Nurse.
COURSE INVENTORY INPUT FORM
(Complete all items that apply)

COURSE NAME_ Transition to Adult Health II_ COURSE #_ NUR 2240C_

SPECIAL GRADING ☐ S/U  ☒ Alpha  ☐ Non-Graded

General Education Requirement (Mark all that apply):
☐ Communications;  ☐ Math;  ☐ Group 1 Humanities;  ☐ Group 1 Natural Science;  ☐ Group 1 Social Science
☐ Group 2 Humanities;  ☐ Group 2 Natural Science;  ☐ Group 2 Social Science

PLEASE MARK THE APPROPRIATE COURSE CLASSIFICATION VALUE

1.1 Advanced and Professional
☐ 1.11.01 Agriculture & Nat Res
☐ 1.11.02 Architecture & Environ.
☐ 1.11.04 Biological Science
☐ 1.11.09 Engineering
☐ 1.11.12 Health Professions
☐ 1.11.19 Physical Sciences
☐ 1.12.10 Fine & Applied Arts
☐ 1.13.11 Foreign Language
☐ 1.13.15 Letters
☐ 1.14.08 Education
☐ 1.15.05 Bus & Management
☐ 1.16.07 Computer & Info Science
☐ 1.16.17 Mathematics
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☐ 1.18.16 Library Science
☐ 1.18.18 Military Science
☐ 1.18.21 Public Affairs
☐ 1.18.23 Theology
☐ 1.18.49 Interdisciplinary
1.2 Postsecondary Vocational
☐ 1.21.01 Agriculture
☐ 1.21.02 Agriculture
☐ 1.22.01 Marketing
☒ 1.23.01 Health Occupations
☐ 1.24.01 Family and Consumer Sci
☐ 1.25.01 Business
☐ 1.26.01 Industrial
☐ 1.27.01 Public Service

1.2 Postsecondary Adult Vocational
☐ 1.21.02 Agriculture
☐ 1.22.02 Marketing
☐ 1.23.02 Health Occupations
☐ 1.24.02 Family and Consumer Sci
☐ 1.25.02 Business
☐ 1.26.02 Industrial
☐ 1.27.02 Public Service

1.2 Continuing Workforce Ed
☐ 1.21.03 Agriculture
☐ 1.22.03 Marketing
☐ 1.23.03 Health Occupations
☐ 1.24.03 Family & Consumer Sci
☐ 1.25.03 Business
☐ 1.26.03 Industrial
☐ 1.27.03 Public Service

1.3 Adult General Education
☐ 1.31.01 College Prep
☐ 1.31.02 Vocational Prep
☐ 1.31.03 EAP College Prep
☐ 1.31.04 EAP Vocational Prep
☐ 1.32.01 Adult Basic
☐ 1.32.02 Adult Secondary
☐ 1.32.03 GED Prep
☐ 1.32.04 EAP Literacy
☐ 1.33.00 Lifelong Learning

1.4 Community Instructional Serv
☐ 1.42.00 Rec & Leisure

1.5 Educator Preparation Institute
☐ 1.50.01 Educator Preparation Inst

Maximum Enrollment _______
Total Contact Hours _______

Attach Calculations on separate sheet
**Check One:**  ☒ New Fee  ☐ Adjustment to Existing Fee  ☐ Delete Fee  ☐ Annual Review of Lab Fee

**Course Prefix, Number, and Title:**  NUR 2240C Transition to Adult Health II

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**Effective Term:**  Fall 2015

**Course Cost Center Number:**

**JUSTIFICATION:** List anticipated Extraordinary Expenses. You **MUST** attach a copy of the Supporting Documentation on how the costs were established on a per student basis.

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**Services**

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**Liability Insurance**

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**TOTAL Fee**  340.75

**APPROVAL:**

**Coordinator/Director:**  ☐ Date: **2/26/2015**  Signature: **Melody Corso**

**Appropriate Vice President:**  ☒ Date: **2/26/2015**  Signature: **Tracy Hickman**

**Approved by District Board of Trustees:**  ☐ Date: _____

**Clinical Supervision and Testing fees**
1. ☒ Current Course Prefix/Number NUR 2241C
   ☐ Proposed New Course Prefix/Number

2. ☒ Current Course Title
   Nursing Process II
   ☐ Proposed New Course Title

3. Effective Academic Term
   Fall 2015

4. ☒ Current Prerequisite(s)
   Admission to the LPN-RN Fast Track program, the LPN-RN Traditional program, the Paramedic to RN program, or the Registered Nursing program, and NUR 1520C with a grade of C or better
   ☐ Proposed New Course Pre-requisite(s)

5. ☐ Current Co-requisite(s)
   ☐ Proposed New Course Co-requisite(s)

6. Lecture Credit Hrs.
   ☐ New Lecture Credit Hrs.

7. PSAV Clock Hrs.
   ☐ New PSAV Clock Hrs.

8. Lab Cr. Hrs.
   ☐ New Lab Cr. Hrs.

9. Combination Lecture/ Lab Credit Hrs. ("C" course only)
   9 Hrs.
   ☐ New Combination Lecture/ Lab Credit Hrs. ("C" course only)

10. Recommended Lab Fee Amount (new course only)
    Justification

11. Course Type (check all that apply):
    ☐ AA ☒ AS Program ☐ Certificate ☐ PSAV ☐ Bachelor ☐ Transfer ☐ Non-Transfer ☐ Elective ☐ Gordon Rule
    ☐ Course is Repeatable
    Number of times

   College Level Skills Required:
   ☒ Writing ☒ Reading ☒ Math

12. Course Description (current or proposed new course)

   CHANGE(S) TO EXISTING COURSE (complete each box below where change is needed)

13. Change Credit Hrs. To: 12
    Change Clock Hrs. To:

14. Change Course Prefix/Number To:
15. Change Course Title To:

16. Change Course Description To:

17. Change Pre-requisite(s) To: NUR1213C, DEP2004
18. Change Co-requisite(s) To:

19. Change in College Level Skills ☐ Yes ☒ No
    If yes, please indicate: ☐ Writing ☐ Reading ☒ Math

20. If Change in Lab Fee, please indicate:
    Current fee $226.80
    New fee amount $340.75

21. Purpose of fee (required)
    Change in cost of background checks, testing, and clinical instruction

22. Rationale Required for New Course, Change in Course or Request for Course Termination
    Evidenced based practice shows incorporating pharmacology and clinical skills information throughout the course where information is taught gives students a better understanding and application which improves students' success and retention.

Initiator
Melody Corso
Date Submitted
2/26/2015

REQUIRED SIGNATURES
APPROVED APPROVED WITH CHANGES NOT APPROVED DATE

VP, Academic Programs
Tracy Hickman 2/26/2015

VP, Occupational Programs

Educational Affairs Committee Action
4/14/2015

Submit to Board of Trustees ☒ Yes ☐ No

Vice President, Occupational Programs, Chair

ATTACH COPY OF SYLLABUS FOR NEW COURSE PROPOSAL OR FOR SUBSTANTIAL CHANGES TO A COURSE, AND COURSE INVENTORY INPUT FORM
Check One:  ☐ New Fee  ☒ Adjustment to Existing Fee  ☐ Delete Fee  ☐ Annual Review of Lab Fee
Course Prefix, Number, and Title:  NUR 2241C Nursing Process II
Current Lab Fee Amount:  226.80  New Lab Fee Amount:  340.75
Effective Term:  Fall 2015
Course Cost Center Number:

JUSTIFICATION:  List anticipated Extraordinary Expenses. You MUST attach a copy of the Supporting Documentation on how the costs were established on a per student basis.

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<th>Materials and Supplies</th>
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Services
- HESI Testing:  175.25
- Clinical Instruction:  100.00
- Background/Drug Screening renewal:  53.00

Liability Insurance
-  
-  
-  

TOTAL Fee:  340.75

APPROVAL:

Coordinator/Director:  ☐ Date:  2/26/2015  Signature:  Melody Corso
Appropriate Vice President:  ☒ Date:  2/26/2015  Signature:  Tracy Hickman
Approved by District Board of Trustees:  ☐ Date:  

Cost of background checks, testing, and clinical instruction
## EDUCATIONAL AFFAIRS COMMITTEE ACTION FORM

- NEW COURSE PROPOSAL  
- CHANGE IN COURSE PROPOSAL  
- REQUEST FOR COURSE TERMINATION

### 1. Current Course Prefix/Number
- NUR 2412C
  - Proposed New Course Prefix/Number

### 2. Current Course Title
- Maternal/Infant/Child/Adolescent Nursing
  - Proposed New Course Title

### 3. Effective Academic Term
- Fall 2015

### 4. Current Prerequisite(s)
- Admission to the LPN-RN Fast Track program or the LPN-RN Traditional program and NUR 2241C or NUR 2243C with a grade of C or better
  - Proposed New Course Pre-requisite(s)

### 5. Current Co-requisite(s)
  - Proposed New Course Co-requisite(s)

### 6. Lecture Credit Hrs.

### 7. PSAV Clock Hrs.

### 8. Lab Cr. Hrs.

### 9. Combination Lecture/ Lab Credit Hrs. ("C" course only)
- 8 HRS.

### 10. Recommended Lab Fee Amount (new course only)

### 11. Course Type (check all that apply):
- AA  
- AS Program  
- Certificate  
- PSAV  
- Bachelor  
- Transfer  
- Non-Transfer  
- Elective  
- Gordon Rule  

- Course is Repeatable  
- Number of times

### 12. Course Description (current or proposed new course)

### CHANGE(S) TO EXISTING COURSE

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### 13. Change Course Prefix/Number To:

### 14. Change Course Prefix/Number To:

### 15. Change Course Title To:

### 16. Change Course Description To:

### 17. Change Pre-requisite(s) To:
- NUR 2241C or NUR 2240C with grade of C or better

### 18. Change Co-requisite(s) To:
- NUR 2881C or NUR 2880C and PHI 2600 Ethics (preferred) (3) Or HUM 2210 Prehistory to Renaissance Or HUM 2230 Renaissance to Modern Times Or HUM 2310 Mythology in the Arts

### 19. Change in College Level Skills
- Yes  
- No  

### 20. If Change in Lab Fee, please indicate:
- Current fee $241.80  
- New fee amount $275.25

### 21. Purpose of fee (required)
- Change in cost of testing and clinical instruction

### 22. Rationale Required for New Course, Change in Course or Request for Course Termination
- Mother/Infant/Child/Adolescent is a nursing specialty. Decreasing hours allows for hours to be distributed through medical surgical courses which increases student success on NCLEX.

### Initiator
- Melody Corso

### Date Submitted
- 2/26/2015

### REQUIRED SIGNATURES

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<th>VP, Academic Programs</th>
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Check One: ☐ New Fee  ☒ Adjustment to Existing Fee  ☐ Delete Fee  ☐ Annual Review of Lab Fee

Course Prefix, Number, and Title:  **NUR 2412C MICA Nursing**

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<td>Effective Term:</td>
<td>Fall 2015</td>
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**Course Cost Center Number:**

**JUSTIFICATION:** List anticipated Extraordinary Expenses. You **MUST** attach a copy of the Supporting Documentation on how the costs were established on a per student basis.

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**Services**

- HESI Testing  
  - 175.25
- Clinical Instruction  
  - 100.00

**Liability Insurance**

-  
  - 
  - 

**TOTAL Fee**  
- 275.25

**APPROVAL:**

- Coordinator/Director:  
  - Date: **2/26/2015**  
  - Signature: **Melody Corso**
- Appropriate Vice President:  
  - Date: **2/26/2015**  
  - Signature: **Tracy Hickman**
- Approved by District Board of Trustees:  
  - Date:  

Change in cost of testing and clinical instruction
EDUCATIONAL AFFAIRS COMMITTEE
ACTION FORM

| ☒ | NEW COURSE PROPOSAL |
| ☐ | CHANGE IN COURSE PROPOSAL |
| ☐ | REQUEST FOR COURSE TERMINATION |

1. ☐ Current Course Prefix/Number
   ☒ Proposed New Course Prefix/Number NUR 2880C

2. ☐ Current Course Title
   ☒ Proposed New Course Title Transition Nursing Roles And Leadership

3. Effective Academic Term
   Fall 2015

4. ☐ Current Prerequisite(s)
   ☒ Proposed New Course Pre-requisite(s) NUR 2240C
   with a grade of C or better

5. ☐ Current Co-requisite(s) NA
   ☒ Proposed New Course Co-requisite(s) NUR 2412C

6. Lecture Credit Hrs.
7. PSAV Clock Hrs.
8. Lab Cr. Hrs.
9. Combination Lecture/ Lab Credit Hrs. (“C” course only) 3.5 Hrs.
10. Recommended Lab Fee Amount (new course only) Justification $275.25 Clinical Instruction and Testing Fees

11. Course Type (check all that apply):
    ☐ AA ☒ AS Program ☐ Certificate ☐ PSAV ☐ Bachelor ☐ Transfer ☐ Non-Transfer ☐ Elective ☐ Gordon Rule
    ☐ Course is Repeatable Number of times

   College Level Skills Required: ☒ Writing ☒ Reading ☒ Math

12. Course Description (current or proposed new course) This course focuses transitioning of LPNs, paramedics and other health care providers on concepts, principles, and theories of leadership, management, role development and administration in a variety of culturally diverse health care delivery systems. It is designed to develop beginning leadership skills for the associate degree nursing students that are necessary to manage clients and health care workers.

CHANGE(S) TO EXISTING COURSE (complete each box below where change is needed)

13. Change Credit Hrs. To: 
    Change Clock Hrs. To: 
14. Change Course Prefix/Number To: 
15. Change Course Title To: 
16. Change Course Description To: 
17. Change Pre-requisite(s) To: 
18. Change Co-requisite(s) To: 
19. Change in College Level Skills ☐ Yes ☒ No If yes, please indicate: ☐ Writing ☐ Reading ☐ Math
20. If Change in Lab Fee, please indicate: Current fee $ New fee amount
21. Purpose of fee (required)

22. Rationale Required for New Course, Change in Course or Request for Course Termination Evidence based research has shown that having a specific course allows students to develop organization and leadership skill. This promotes improved student success

Initiator Melody Corso
Date Submitted 2/26/2015

REQUIRED SIGNATURES

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COURSE INVENTORY INPUT FORM
(Complete all items that apply)

COURSE NAME: Transition Nursing Roles and Leadership
COURSE #: NUR 2880C

SPECIAL GRADING: ☐ S/U  ☒ Alpha  ☐ Non-Graded

General Education Requirement (Mark all that apply):
☐ Communications;  ☐ Math;  ☐ Group 1 Humanities;  ☐ Group 1 Natural Science;  ☐ Group 1 Social Science
☐ Group 2 Humanities;  ☐ Group 2 Natural Science;  ☐ Group 2 Social Science

PLEASE MARK THE APPROPRIATE COURSE CLASSIFICATION VALUE

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Maximum Enrollment: _______
Total Contact Hours: _______

Attach Calculations on separate sheet
Check One: ☒ New Fee  ☐ Adjustment to Existing Fee  ☐ Delete Fee  ☐ Annual Review of Lab Fee

Course Prefix, Number, and Title: **NUR 2880C Nursing Roles and Leadership**

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Effective Term: Fall 2015

Course Cost Center Number:

**JUSTIFICATION:** List anticipated Extraordinary Expenses. You **MUST** attach a copy of the Supporting Documentation on how the costs were established on a per student basis.

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**TOTAL Fee** 275.25

**APPROVAL:**

**Coordinator/Director:** ☐ Date: **02/26/2015** Signature: *Melody Corso*

**Appropriate Vice President:** ☐ Date: _____Signature: ______

**Approved by District Board of Trustees:** ☐ Date: _____

**Clinical Instruction and Testing Fees**
EDUCATIONAL AFFAIRS COMMITTEE
ACTION FORM

1. □ Current Course Prefix/Number ☒ Proposed New Course Prefix/Number NUR 2881C

2. □ Current Course Title ☒ Proposed New Course Title Nursing Roles And Leadership

3. Effective Academic Term Fall 2015

4. □ Current Prerequisite(s) ☒ Proposed New Course Pre-requisite(s) NUR 2241C with a grade of C or better

5. □ Current Co-requisite(s) ☒ Proposed New Course Co-requisite(s) NUR 2412C

6. Lecture Credit Hrs. 7. PSAV Clock Hrs. 8. Lab Cr. Hrs. 9. Combination Lecture/ Lab Credit Hrs. ("C" course only) 4 Hrs.

10. Recommended Lab Fee Amount (new course only) Justification $275.25 Clinical Supervision and Test Fees

11. Course Type (check all that apply):

□ AA ☒ AS Program □ Certificate □ PSAV □ Bachelor □ Transfer □ Non-Transfer □ Elective □ Gordon Rule

□ Course is Repeatable Number of times

College Level Skills Required: ☒ Writing ☒ Reading ☒ Math

12. Course Description (current or proposed new course)

This course focuses on concepts, principles, and theories of leadership, management, role development and administration in a variety of culturally diverse health care delivery systems. It is designed to develop beginning leadership skills for the associate degree nursing students that are necessary to manage clients and health care workers.

CHANGE(S) TO EXISTING COURSE (complete each box below where change is needed)

13. Change Credit Hrs. To:
14. Change Course Prefix/Number To:
15. Change Course Title To:

16. Change Course Description To:

17. Change Pre-requisite(s) To:
18. Change Co-requisite(s) To:

19. Change in College Level Skills □ Yes ☒ No If yes, please indicate: □ Writing □ Reading □ Math

20. If Change in Lab Fee, please indicate: Current fee $ 21. Purpose of fee (required) New fee amount

22. Rationale Required for New Course, Change in Course or Request for Course Termination Evidence based research has shown that having a specific course allows students to develop organization and leadership skill. This promotes improved student success

Initiator Melody Corso Date Submitted 2/26/2015

REQUIRED SIGNATURES

APPROVED APPROVED WITH NOT APPROVED DATE

VP, Academic Programs Tracy Hickman 2/26/2015

VP, Occupational Programs Tracy Hickman 3/11/2015

Educational Affairs Committee Action

Submit to Board of Trustees ☒ Yes □ No 4/14/2015

Vice President, Occupational Programs, Chair
COURSE INVENTORY INPUT FORM
(Complete all items that apply)

COURSE NAME: Nursing Roles and Leadership
COURSE #: NUR 2881

SPECIAL GRADING: ☒ Alpha  □ S/U  □ Non-Graded

General Education Requirement (Mark all that apply):
☐ Communications;  ☐ Math;  ☐ Group 1 Humanities;  ☐ Group 1 Natural Science;  ☐ Group 1 Social Science
☐ Group 2 Humanities;  ☐ Group 2 Natural Science;  ☐ Group 2 Social Science

PLEASE MARK THE APPROPRIATE COURSE CLASSIFICATION VALUE

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<td>☐ 1.18.18 Military Science</td>
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<td>☐ 1.18.49 Interdisciplinary</td>
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<tr>
<td>1.2 Postsecondary Vocational</td>
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<td>☐ 1.21.01 Agriculture</td>
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<tr>
<td>☐ 1.22.01 Marketing</td>
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<td>☒ 1.23.01 Health Occupations</td>
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<td>☐ 1.24.01 Family and Consumer Sci</td>
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<td>☐ 1.26.01 Industrial</td>
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<td>☐ 1.27.01 Public Service</td>
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| 1.2 Postsecondary Adult Vocational |
| ☐ 1.21.02 Agriculture |
| ☐ 1.22.02 Marketing |
| ☐ 1.23.02 Health Occupations |
| ☐ 1.24.02 Family and Consumer Sci |
| ☐ 1.25.02 Business |
| ☐ 1.26.02 Industrial |
| ☐ 1.27.02 Public Service |

| 1.3 Adult General Education |
| ☐ 1.31.01 College Prep |
| ☐ 1.31.02 Vocational Prep |
| ☐ 1.31.03 EAP College Prep |
| ☐ 1.31.04 EAP Vocational Prep |
| ☐ 1.32.01 Adult Basic |
| ☐ 1.32.02 Adult Secondary |
| ☐ 1.32.03 GED Prep |
| ☐ 1.32.04 EAP Literacy |
| ☐ 1.33.00 Lifelong Learning |

| 1.4 Community Instructional Serv |
| ☐ 1.42.00 Rec & Leisure |

| 1.5 Educator Preparation Institute |
| ☐ 1.50.01 Educator Preparation Inst |

Maximum Enrollment _______
Total Contact Hours _______
Attach Calculations on separate sheet
Check One: ☒ New Fee  ☐ Adjustment to Existing Fee  ☐ Delete Fee  ☐ Annual Review of Lab Fee

Course Prefix, Number, and Title: **NUR 2881 Nursing Roles and Leadership**

<table>
<thead>
<tr>
<th>Current Lab Fee Amount:</th>
<th>New Lab Fee Amount:</th>
<th>275.25</th>
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<td>Effective Term:</td>
<td><strong>Fall 2015</strong></td>
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Course Cost Center Number:

**JUSTIFICATION:** List anticipated Extraordinary Expenses. You **MUST** attach a copy of the Supporting Documentation on how the costs were established on a per student basis.

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<thead>
<tr>
<th>Materials and Supplies</th>
<th>$ Cost</th>
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<tr>
<th>Services</th>
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<tr>
<td>• Clinical Instruction</td>
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<tr>
<td>• HESI Testing</td>
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**TOTAL Fee** 275.25

**APPROVAL:**

Coordinator/Director: ☐ Date: **02/26/2015** Signature: **Melody Corso**

Appropriate Vice President: ☒ ☐ Date: 2/26/2015 Signature: **Tracy Hickman**

Approved by District Board of Trustees: ☐ Date: _____

**For Clinical Supervision and Test Fees**
EDUCATIONAL AFFAIRS COMMITTEE
ACTION FORM
☐ NEW COURSE PROPOSAL
☒ CHANGE IN COURSE PROPOSAL
☐ REQUEST FOR COURSE TERMINATION

1. ☒ Current Course Prefix/Number TRA 2010
☐ Proposed New Course Prefix/Number

2. ☒ Current Course Title Transportation
☐ Proposed New Course Title

3. Effective Academic Term Fall 2015

4. ☒ Current Prerequisite(s) TRA 2154
☐ Proposed New Course Pre-requisite(s)

5. ☐ Current Co-requisite(s)
☐ Proposed New Course Co-requisite(s)

6. Lecture Credit Hrs. 3
7. PSAV Clock Hrs.
8. Lab Cr. Hrs.
9. Combination Lecture/ Lab Credit Hrs. ("C" course only)

10. Recommended Lab Fee Amount (new course only)

11. Course Type (check all that apply):
☐ AA ☒ AS Program ☐ Certificate ☐ PSAV ☐ Bachelor ☐ Transfer ☐ Non-Transfer ☐ Elective ☐ Gordon Rule
☐ Course is Repeatable Number of times

College Level Skills Required: ☐ Writing ☐ Reading ☐ Math

12. Course Description (current or proposed new course)

CHANGE(S) TO EXISTING COURSE (complete each box below where change is needed)

13. Change Credit Hrs. To: 
Change Clock Hrs. To:

14. Change Course Prefix/Number To:
15. Change Course Title To:

16. Change Course Description To:

17. Change Pre-requisite(s) To: Remove pre-req
18. Change Co-requisite(s) To:

19. Change in College Level Skills ☐ Yes ☐ No If yes, please indicate: ☐ Writing ☐ Reading ☐ Math

20. If Change in Lab Fee, please indicate: Current fee $ New fee amount $ 
21. Purpose of fee (required)

22. Rationale Required for New Course, Change in Course or Request for Course Termination

This course is basic enough not to require introductory material from TRA 2154 and can act as a first course for students entering the program in a semester when TRA 2154 is offered only online.

Initiator Susan Scott Date Submitted 3/3/15

REQUIRED SIGNATURES

APPROVED
APPROVED WITH CHANGES
NOT APPROVED
DATE

VP, Academic Programs

VP, Occupational Programs Tracy Hickman 3/3/2015

Educational Affairs Committee Action 3/11/2015

Submit to Board of Trustees ☐ Yes ☒ No 3/11/2015

Vice President, Occupational Programs, Chair
EDUCATIONAL AFFAIRS COMMITTEE
Action Form

☐ NEW PROGRAM PROPOSAL
☒ CHANGE IN PROGRAM PROPOSAL
☐ REQUEST FOR DELETION OF PROGRAM

CIP Number 1615000001
Mnemonic Code EGTM
Changes to Mnemonic Code

effective Term Fall 2015

Current or Proposed New Program Title
Engineering Process Technology Advanced Manufacturing

Program Credits or PSAV Clock Hrs. 60

Check Box for Program Type:
☐ Associate in Arts Emphasis
☐ College Credit Certificate
☐ PSAV
☐ Gainful Employment
☐ Yes
☐ No
☒ Associate in Science
☒ Applied Technology Diploma

WHAT IS CURRENTLY IN EFFECT

Engineering Process Technology – Advanced Manufacturing
ETS 1542C Introduction to Programmable Logic Controllers
ETI 1622 Concepts of Lean Manufacturing and Six Sigma
MAN 2500 Operations Management
ETS 1540C Industrial Applications using PLCs and Robotics
EET 1084C Intro to Electronics
MAC 1105 College Algebra or MGF 1106 Mathematics for Liberal Arts I
or MGF 1107 Mathematics for Liberal Arts II

WHAT IS PROPOSED

Change title to: Engineering Technology - Advanced Manufacturing
Change course title to Programmable Logic Controllers 1
Remove required courses: ETI 1622 Concepts of Lean Manufacturing & Six Sigma,
MAN 2500 Operations Management,
ETS 1540C Industrial Applications using PLCs and Robotics,
and EET 1084C Intro to Electronics
Add ETS 1544C Programmable Logic Controllers 2, ETS 2531C
Human-Machine Interfaces and System Graphics,
ETS 2676C Introduction to Robotics,
and EET 1035C DC/AC Circuits
Add as a recommended elective ETS 1540C Industrial Applications using PLCs and Robotics
Remove MGF 1106 Mathematics for Liberal Arts I or MGF 1107
Mathematics for Liberal Arts II

Total Current Credit or PSAV Clock Hrs. From: To:
Total New Credit or PSAV Clock Hrs. 60

Rationale Required for New Program, Change in Program, Request for Deletion
See attached

SUBSTANTIVE CHANGE REVIEW

If the proposal is for a new program, a completed Substantive Change Notification Form must be attached to this proposal.
If SACS-COC notification is required, a response must be received from them before this proposal will be submitted to the FGC Board of Trustees.
If SACS approval has been received, attach a copy of the approval to this proposal.

Initiator: Margaret Lee, Engineering Technology Program Coordinator
Date Submitted 3/3/2015

<table>
<thead>
<tr>
<th>REQUIRED SIGNATURES</th>
<th>APPROVED</th>
<th>APPROVED WITH CHANGES</th>
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<th>DATE</th>
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<td>VP – Occupational Programs</td>
<td>Tracy Hickman</td>
<td>3/3/2015</td>
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<td>Educational Affairs Committee Action</td>
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<td>3/11/2015</td>
</tr>
<tr>
<td>Do not submit to Board of Trustee pending receipt of SACS acceptance/approval</td>
<td>☐ Approval received</td>
<td>☐ Approval not received</td>
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</tr>
<tr>
<td>SACS notification accepted or approval received (see attached)</td>
<td>☐ Yes</td>
<td>☐ No</td>
<td></td>
<td></td>
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<tr>
<td>SACS notification or approval not required</td>
<td>☐ Yes</td>
<td>☐ No</td>
<td></td>
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</tr>
<tr>
<td>Submit to Board of Trustees</td>
<td>☒ Yes</td>
<td>☐ No</td>
<td></td>
<td>4/14/2015</td>
</tr>
</tbody>
</table>
**Rationale Required** for New Program, Change in Program, Request for Deletion

**Change in Program Title**
The program title for CIP Number 1615000001 on the Florida Department of Education AS Program List is *Engineering Technology*. FGC materials have incorrectly included *Process* in the program title. There is no current or past program on the Florida Department of Education AS Program List with the title of *Engineering Process Technology*.

**Remove ETI 1622 Concepts of Lean Manufacturing and Six Sigma from requirements**
The Student Performance Standard 13.0 *Identify and implement lean and six sigma concepts in manufacturing environments* and its thirteen sub-standards from the Florida Dept. of Education A.S. Engineering Technology framework are already addressed in other program requirements, notably ETI 1110 Principles of Quality Assurance. An additional class to re-address this performance standard is not required.

**Add ETS 1544C Programmable Logic Controllers 2**
Four of the seven Student Performance Standards from the Florida Dept. of Education's framework for the A.S. Engineering Technology address Programmable Logic Controllers. While the program's current requirements do include ETS 1542C "Introduction to" Programmable Logic Controllers*, this single course is insufficient to adequately address all of the PLC and PLC-related sub-standards required by the framework. This course is being added to the program requirements to fully address these standards/sub-standards.

* Note: a Course Change form is also being submitted to align FGC’s course title for this course to the SCNS statewide title, *Programmable Logic Controllers 1*.

**Remove MAN 2500 Operations Management from requirements**
All ten of the sub-standards from the Student Performance Standard 18.0 *Identify, implement, and/or interpret supply chain and operations management concepts and techniques* from the Florida Dept. of Education A.S. Engineering Technology framework are already addressed in other program requirements, notably ETI 1420 Manufacturing Materials and Processes and ETI 1110 Principles of Quality Assurance. An additional class to re-cover this performance standard is not required.

**Add ETS 2531C Human-Machine Interfaces and System Graphics**
The Student Performance Standard 17.0 *Use proficiently human machine interfaces to operate automated systems*, with six sub-standards, is not currently addressed by any existing program requirements. This course is being added to the program requirements to address this standard/sub-standards.

**Change ETS 1540C Industrial Applications using PLCs and Robotics from a requirement to a technical elective**
The topics and skills specified in the Florida Department of Education SCNS course description for this course do not align with the A.S. Engineering Technology program framework Student Performance Standard 16.0 *Apply the principles of robotics to automated systems* or its six sub-standards. While this course would include information and skills of use to students in this program, this would be supplementary information and skills that are more suitable to a recommended elective course.

**Add ETS 2676C Introduction to Robotics**
The topics and skills specified in the Florida Department of Education SCNS course description for this course very closely align with the A.S. Engineering Technology program framework’s Student Performance Standard 16.0 *Apply the principles of robotics to automated systems*. This standard is not currently being covered anywhere else in the program requirements.

**Remove EET 1084C Introduction to Electronics from requirements**
There are no Student Performance Standards or sub-standards required by the Florida Dept. of Education A.S. Engineering Technology framework for Advanced Manufacturing specialization which align with the SCNS Profile Description for this course. It should not be a requirement for the program.

**Add EET 1035C DC/AC Circuits**
The skills and activities required by the Student Performance Standard 3.0 *Demonstrate a fundamental understanding of electronics and electricity* and its thirteen sub-standards from the Florida Dept. of Education A.S. Engineering Technology framework closely align with the SCNS Profile Description for this course. This requirement should be added to the program.

**Remove MGF 1106 Mathematics for Liberal Arts I and MGF 1107 Mathematics for Liberal Arts II**
The state implemented Meta Majors which made college algebra as the only appropriate math for this degree track.
Engineering **Process** Technology - Advanced Manufacturing, A.S.

Banner Code: EGTM

*Associate in Science*

(60 credit hours)

Florida Gateway College offers the Associate in Science degree in Engineering **Process** Technology with a specialization in Advanced Manufacturing. The degree is designed to prepare students for many high skill/high wage/high demand jobs in manufacturing. Students who successfully complete this degree may seek initial employment in occupational titles such as Programmable Logic Controller (PLC) Programmer, PLC Technician, Controls Engineering Technologist, Process Automation Technologist, Electrical and Instrumentation Technician, or Instrumentation and Control Technician. Courses in the degree program combine theory and laboratory activities to develop employability skills, technical competency, and safe and efficient work practices. The courses in the degree consist of a planned sequence of instruction beginning with 18 credit hours of technical core courses common to all of the 10 possible Engineering Technology specializations designed to align with the skills standards in the Manufacturing Skills Standards Council’s (MSSC) Certified Production Technician (CPT) industry credential. The remaining sequence of instruction builds on those fundamentals with more in-depth study of process equipment, instrumentation and automation that comprises the essential technologies deployed in modern manufacturing today.

To be officially accepted into this program a student must:

- have a high school diploma or GED certificate,
- complete an application to FGC,
- take a placement test as prescribed by State Board of Education Rule.

All students are required to construct their class schedules with the assistance of an advisor or the Program Director.

### General Education Courses: 15 Credit Hours

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits:</th>
<th>Term Taken</th>
<th>Grade</th>
<th>Gen Ed</th>
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<tbody>
<tr>
<td>ENC 1101 - Freshman Composition I</td>
<td>3 credits</td>
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<tr>
<td>PHI 2600 - Ethics</td>
<td>3 credits</td>
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<tr>
<td>SPC 2608 - Public Speaking</td>
<td>3 credits</td>
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<tr>
<td>MAC 1105 - College Algebra <strong>or</strong></td>
<td>3 credits</td>
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<tr>
<td>MGF 1106 - Mathematics for Liberal Arts I <strong>or</strong></td>
<td>3 credits</td>
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<tr>
<td>MGF 1107 - Mathematics for Liberal Arts II</td>
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<tr>
<td>Social Science (GE) 3 credits</td>
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### Core Courses: 18 Credit Hours

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<tbody>
<tr>
<td>EET 1084C - Introduction to Electronics</td>
<td>3 credits</td>
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<td>EET 1035C DC/AC Circuits</td>
<td>3 credits</td>
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<tr>
<td>ETD 1320 - Basic Introduction to CAD</td>
<td>3 credits</td>
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<td>ETI 1110 - Principles of Quality Assurance</td>
<td>3 credits</td>
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<td>ETI 1420 - Manufacturing Materials and Processes</td>
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<td>Course Name</td>
<td>Credits:</td>
<td>Term Taken</td>
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<td>ETI 1701 - Industrial Safety</td>
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<td>ETM 1010C - Mechanical Measurements and Instrumentation</td>
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### Specialization Courses (Advanced Manufacturing): 12 Credit Hours

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<tr>
<td>ETS 1511C - Motors and Controls</td>
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<td>ETI 1622 - Concepts of Lean Manufacturing and Six Sigma</td>
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<td>ETS 1544C Programmable Logic Controllers 2</td>
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<td>ETS 1535C - Automated Process Control</td>
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### Specialization Courses (Advanced Manufacturing): 15 Credit Hours

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<th>Gen Ed</th>
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<tr>
<td>MAN 2500 - Operations Management</td>
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<tr>
<td>ETS 2531C Human Machine Interfaces and System Graphics</td>
<td>3 credits</td>
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<tr>
<td>ETS 1540C - Industrial Applications using PLCs and Robotics</td>
<td>3 credits</td>
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<tr>
<td>ETS 2676C Introduction to Robotics</td>
<td>3 credits</td>
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<tr>
<td>ETM 2315 - Hydraulics and Pneumatics</td>
<td>2 credits</td>
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<td>ETM 2315L - Hydraulics and Pneumatics Lab</td>
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- Technical Electives 6 credits

### Engineering Process Technology Advanced Manufacturing A.S. Total 60 Credit Hours

#### Recommended Technical Electives:

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<td>ETI 1644 - Production and Inventory Control</td>
<td>3 credits</td>
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<td>ETI 1949L - Manufacturing Internship</td>
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<td>PHY 1020 - Essentials of Physics</td>
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<td>ENC 1210 - Technical Writing</td>
<td>3 credits</td>
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<tr>
<td>MAC 2233 - Survey of Calculus</td>
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<tr>
<td>ETS 1540C Industrial Applications using PLCs and Robotics</td>
<td>3 credits</td>
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</table>

### Program Notes:

Students:

- may articulate the 18 credit hour Engineering Technology Support Specialist Certificate if they possess the Manufacturing Skills Standards Council’s (MSSC) Certified Production Technician (CPT) credential
- must have all electives or alternatives approved by the faculty advisor or division chairperson, and
- must complete developmental education classes in English, reading, math, and SLS 1501 The College Experience, if placement scores are not at required levels.
EDUCATIONAL AFFAIRS COMMITTEE
ACTION FORM
☒ NEW COURSE PROPOSAL
☐ CHANGE IN COURSE PROPOSAL
☐ REQUEST FOR COURSE TERMINATION

1. ☐ Current Course Prefix/Number EET 1035C
☒ Proposed New Course Prefix/Number

2. ☐ Current Course Title
☒ Proposed New Course Title

3. Effective
Academic
Term
Fall 2015

4. ☐ Current Prerequisite(s)
☒ Proposed New Course Pre-requisite(s)
MAT 0028 with a grade of C or better or score out on appropriate placement test

5. ☐ Current Co-requisite(s)
☐ Proposed New Course Co-requisite(s)

6. Lecture
Credit Hrs.
7. PSAV
Clock Hrs.
8. Lab
Cr. Hrs.
9. Combination Lecture/ Lab
Credit Hrs. ("C" course only)
3 cr hrs

10. Recommended Lab Fee Amount
(new course only) Justification

11. Course Type (check all that apply):
☐ AA ☒ AS Program ☐ Certificate ☐ PSAV ☐ Bachelor ☐ Transfer ☐ Non-Transfer ☐ Elective ☐ Gordon Rule

☐ Course is Repeatable
Number of times

College Level Skills Required:
☐ Writing ☐ Reading ☐ Math

12. Course Description (current or proposed new course) from the SCNS Profile Description:
This course provides an introduction to the basic theory, terminology, analysis and practical applications for designing and building electrical circuits, both with and without common electronic components. The topic coverage will include AC and DC circuit theory, analysis and calculations, theory of operation for common basic electrical and electronic components, and use of field-based electrical measuring instruments such as the multi-meter.

CHANGE(S) TO EXISTING COURSE
(complete each box below where change is needed)

13. Change Credit Hrs. To:
14. Change Course Prefix/Number To:
15. Change Course Title To:
16. Change Course Description To:
17. Change Pre-requisite(s) To:
18. Change Co-requisite(s) To:
19. Change in College Level Skills ☐ Yes ☐ No If yes, please indicate:
☐ Writing ☐ Reading ☐ Math
20. If Change in Lab Fee, please indicate: Current fee $ New fee amount $ 21. Purpose of fee (required)

22. Rationale Required for New Course, Change in Course or Request for Course Termination
The skills and activities required by the Student Performance Standard 3.0 Demonstrate a fundamental understanding of electronics and electricity and its thirteen sub-standards from the Florida Dept. of Education A.S. Engineering Technology framework closely align with the SCNS Profile Description for this course. Further, these requirements are not aligned with any other program requirement, therefore this requirement should be added to the program to ensure adequate coverage of required framework standards/sub-standards.

Initiator
Margaret Lee, Engineering Technology Program Coordinator
Date Submitted
3/3/2015

REQUIRED SIGNATURES

VP, Academic Programs

VP, Occupational Programs
Tracy Hickman
3/3/2015

Educational Affairs Committee Action
3/11/2015

Submit to Board of Trustees ☒ Yes ☐ No
4/14/2015

Vice President, Occupational Programs, Chair

Date Submitted
3/3/2015
COURSE INVENTORY INPUT FORM
(Complete all items that apply)

COURSE NAME    DC/AC Circuits    COURSE #    EET 1035C

SPECIAL GRADING
☐ S/U
☒ Alpha
☐ Non-Graded

General Education Requirement (Mark all that apply):
☐ Communications; ☐ Math; ☐ Group 1 Humanities; ☐ Group 1 Natural Science; ☐ Group 1 Social Science
☐ Group 2 Humanities; ☐ Group 2 Natural Science; ☐ Group 2 Social Science

PLEASE MARK THE APPROPRIATE COURSE CLASSIFICATION VALUE

1.1 Advanced and Professional
☐ 1.11.01 Agriculture & Nat Res
☐ 1.11.02 Architecture & Environ.
☐ 1.11.04 Biological Science
☐ 1.11.09 Engineering
☐ 1.11.12 Health Professions
☐ 1.11.19 Physical Sciences
☐ 1.12.10 Fine & Applied Arts
☐ 1.13.11 Foreign Language
☐ 1.13.15 Letters
☐ 1.14.08 Education
☐ 1.15.05 Bus & Management
☐ 1.16.07 Computer & Info Science
☐ 1.16.17 Mathematics
☐ 1.17.03 Area Studies
☐ 1.17.20 Psychology
☐ 1.17.22 Social Sciences
☐ 1.18.06 Communications
☐ 1.18.13 Home Economics
☐ 1.18.14 Law
☐ 1.18.16 Library Science
☐ 1.18.18 Military Science
☐ 1.18.21 Public Affairs
☐ 1.18.23 Theology
☐ 1.18.49 Interdisciplinary

1.2 Postsecondary Vocational
☐ 1.21.01 Agriculture
☐ 1.22.01 Marketing
☐ 1.23.01 Health Occupations
☐ 1.24.01 Family and Consumer Sci
☐ 1.25.01 Business
☒ 1.26.01 Industrial
☐ 1.27.01 Public Service

1.2 Postsecondary Adult Vocational
☐ 1.21.02 Agriculture
☐ 1.22.02 Marketing
☐ 1.23.02 Health Occupations
☐ 1.24.02 Family and Consumer Sci
☐ 1.25.02 Business
☐ 1.26.02 Industrial
☐ 1.27.02 Public Service

1.2 Continuing Workforce Ed
☐ 1.21.03 Agriculture
☐ 1.22.03 Marketing
☐ 1.23.03 Health Occupations
☐ 1.24.03 Family & Consumer Sci
☐ 1.25.03 Business

☐ 1.26.03 Industrial
☐ 1.27.03 Public Service

1.3 Adult General Education
☐ 1.31.01 College Prep
☐ 1.31.02 Vocational Prep
☐ 1.31.03 EAP College Prep
☐ 1.31.04 EAP Vocational Prep
☐ 1.32.01 Adult Basic
☐ 1.32.02 Adult Secondary
☐ 1.32.03 GED Prep
☐ 1.32.04 EAP Literacy
☐ 1.33.00 Lifelong Learning

1.4 Community Instructional Serv
☐ 1.42.00 Rec & Leisure

1.5 Educator Preparation Institute
☐ 1.50.01 Educator Preparation Inst

Maximum Enrollment    12
Total Contact Hours    3

Attach Calculations on separate sheet
## Educational Affairs Committee Action Form

### 1. Current Course Prefix/Number
- **ETI 1110**

### 2. Current Course Title
- **Principles of Quality Assurance**

### 3. Effective Academic Term
- **Fall 2015**

### 4. Current Prerequisite(s)
- **☐**

### 5. Current Co-requisite(s)
- **☐**

### 6. Lecture Credit Hrs.
- **7. PSAV Clock Hrs.**

### 7. Lab Cr. Hrs.
- **9. Combination Lecture/ Lab Credit Hrs. (“C” course only)**

### 10. Recommended Lab Fee Amount (new course only) Justification

### 11. Course Type (check all that apply):
- **☐** AA
- **☒** AS Program
- **☐** Certificate
- **☐** PSAV
- **☐** Bachelor
- **☐** Transfer
- **☐** Non-Transfer
- **☐** Elective
- **☐** Gordon Rule

### College Level Skills Required:
- **☐** Writing
- **☒** Reading
- **☐** Math

### 12. Course Description (current or proposed new course)

**This course provides an introduction to quality control and continuous improvement. Students will not only learn the principles and practices of quality control, but also the tools and techniques used in quality operations. Topics such as statistical process control (SPC), benchmarking, fundamentals of statistics, acceptance sampling, control charts, and other quality issues and tools will be presented.**

### Change(s) to Existing Course

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<tr>
<th>Change Credit Hrs. To:</th>
<th>Change Clock Hrs. To:</th>
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<tr>
<td>13. Change Credit Hrs. To:</td>
<td>14. Change Course Prefix/Number To:</td>
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</tbody>
</table>

**CHANGE(S) TO EXISTING COURSE** (complete each box below where change is needed)

### 16. Change Course Description To:
**This course is designed to present the total quality control function in industry. The latest concepts and techniques will be studied in light of modern manufacturing requirements and current technological developments.**

### 17. Change Pre-requisite(s) To:

### 18. Change Co-requisite(s) To:

### 19. Change in College Level Skills
- **☐** Yes
- **☐** No
- **☐** If yes, please indicate: Writing Reading Math

### 20. If Change in Lab Fee, please indicate:
- **☐** Current fee $
- **☐** New fee amount $

### 21. Purpose of fee (required)

### 22. Rationale Required

**Rationale Required** for New Course, Change in Course or Request for Course Termination

**Current FGC course description does not match either current SCNS course description or Student Performance Standards from the Dept. of Ed’s program framework. This course change unifies FGC course title and description with SCNS and program framework.**

<table>
<thead>
<tr>
<th>Initiator</th>
<th>Date Submitted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Margaret Lee, Engineering Technology Program Coordinator</td>
<td>3/4/2015</td>
</tr>
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### Required Signatures

<table>
<thead>
<tr>
<th>Required Signatures</th>
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<tbody>
<tr>
<td>VP, Academic Programs</td>
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<tr>
<td>VP, Occupational Programs</td>
<td>Tracy Hickman</td>
<td></td>
<td>3/4/2015</td>
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<tr>
<td>Educational Affairs Committee Action</td>
<td></td>
<td></td>
<td>3/11/2015</td>
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<tr>
<td>Submit to Board of Trustees</td>
<td>Yes</td>
<td>No</td>
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<tr>
<td>Vice President, Occupational Programs, Chair</td>
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</table>
EDUCATIONAL AFFAIRS COMMITTEE
ACTION FORM

☐ NEW COURSE PROPOSAL
☒ CHANGE IN COURSE PROPOSAL
☐ REQUEST FOR COURSE TERMINATION

1. ☒ Current Course Prefix/Number  
   ETS 1535C
   ☐ Proposed New Course Prefix/Number

2. ☒ Current Course Title  
   Automated Process Control
   ☐ Proposed New Course Title

3. Effective Academic Term  
   Fall 2015

4. ☒ Current Prerequisite(s)  
   EET 1084C, ETI 1110, ETI 1420, ETI 1701, ETM 1010C and ETD 1320 with a grade of C or better.
   ☐ Proposed New Course Pre-requisite(s)

5. ☐ Current Co-requisite(s)
   ☐ Proposed New Course Co-requisite(s)

6. Lecture Credit Hrs.  
7. PSAV Clock Hrs.  
8. Lab Cr. Hrs.
9. Combination Lecture/ Lab Credit Hrs. ("C" course only)
10. Recommended Lab Fee Amount (new course only) Justification

11. Course Type (check all that apply):
    ☐ AA  ☒ AS Program  ☐ Certificate  ☐ PSAV  ☐ Bachelor  ☐ Transfer  ☐ Non-Transfer  ☐ Elective  ☐ Gordon Rule

    ☐ Course is Repeatable  Number of times

    College Level Skills Required:  ☐ Writing  ☐ Reading  ☐ Math

12. Course Description (current or proposed new course)

CHANGE(S) TO EXISTING COURSE (complete each box below where change is needed)

13. Change Credit Hrs. To:  
14. Change Course Prefix/Number To:
15. Change Course Title To:
16. Change Course Description To:
17. Change Pre-requisite(s) To: EMT 1010C with a grade of C or better
18. Change Co-requisite(s) To:
19. Change in College Level Skills  ☐ Yes  ☐ No
   If yes, please indicate:  ☐ Writing  ☐ Reading  ☐ Math
20. If Change in Lab Fee, please indicate:  Current fee $  
    New fee amount $  
21. Purpose of fee (required)

22. Rationale Required for New Course, Change in Course or Request for Course Termination
   EET 1084C is being removed from program requirements; and the course content/learning outcomes for ETI 1110, ETI 1420, ETI 1701 and ETD 1320 address different and completely unrelated student performance standards in the Dept. of Ed program framework and therefore are not applicable prereqs.

Initiator  
Margaret Lee, Engineering Technology Program Coordinator

Date Submitted  
3/4/2015

REQUIRED SIGNATURES  
APPROVED  
APPROVED WITH CHANGES  
NOT APPROVED  
DATE

VP, Academic Programs

VP, Occupational Programs  
Tracy Hickman  
3/4/2015

Educational Affairs Committee Action  
3/11/2015

Submit to Board of Trustees  ☒ Yes  ☐ No  
4/14/2015

Vice President, Occupational Programs, Chair  

101
---

**EDUCATIONAL AFFAIRS COMMITTEE**

**ACTION FORM**

- ☐ NEW COURSE PROPOSAL
- ☒ CHANGE IN COURSE PROPOSAL
- ☐ REQUEST FOR COURSE TERMINATION

---

### New Course Proposal

1. ☒ Current Course Prefix/Number
   - ETS 1540C

2. ☒ Proposed New Course Prefix/Number
   - Industrial Applications using PLCs and Robotics

3. Effective Academic Term
   - Fall 2015

---

### Change in Course Proposal

4. ☒ Current Prerequisite(s) None
   - Proposed New Course Prerequisite(s)

5. ☐ Current Co-requisite(s)
   - Proposed New Course Co-requisite(s)

---

<table>
<thead>
<tr>
<th>Lecture Credit Hrs.</th>
<th>PSAV Clock Hrs.</th>
<th>Lab Credit Hrs.</th>
<th>PSAV Clock Hrs.</th>
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<tr>
<td>7. PSAV Clock Hrs.</td>
<td>8. Lab Cr. Hrs.</td>
<td>9. Combination Lecture/ Lab Credit Hrs. (&quot;C&quot; course only)</td>
<td>10. Recommended Lab Fee Amount (new course only) Justification</td>
</tr>
</tbody>
</table>

---

### Course Type (check all that apply):

- ☐ AA
- ☒ AS Program
- ☐ Certificate
- PSAV
- ☐ Bachelor
- ☐ Transfer
- ☐ Non-Transfer
- ☐ Elective
- ☐ Gordon Rule

- ☒ Course is Repeatable
- ☐ Number of times

### College Level Skills Required:

- ☐ Writing
- ☐ Reading
- ☐ Math

---

### Course Description (current or proposed new course)

Industrial use of PLCs are explored and covered during several presentations, labs and research. Multi-function PLCs and their applications are studied in class and in real-world industrial sites. Supply Chain/Logistics and Materials Flow, High-Tech Manufacturing and Processing uses for robotic lines, conveyors, switches, PLCs in various settings are explored, including ladder logic, video feed and IR control for product movement and identification. Industry representatives provide hands-on experiences within the local workforce where allowable, and computer simulations and labs provide instruction in PLC and robotic placement and use in industrial settings. Lab fee.

---

### Change(s) to Existing Course

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<tr>
<th>Change Credit Hrs. To:</th>
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### Change Pre-requisite(s) To: Add

<table>
<thead>
<tr>
<th>ETS 1542C Programmable Logic Controllers 1</th>
<th>ETS 1544C Programmable Logic Controllers 2</th>
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</table>

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### Change in College Level Skills

- ☐ Yes
- ☒ No

If yes, please indicate:

- ☐ Writing
- ☐ Reading
- ☐ Math

---

### Change in Lab Fee

- ☐ Yes
- ☒ No

If yes, please indicate:

- Current fee $ [ ]
- New fee amount $ [ ]

---

### Rationale Required for New Course, Change in Course or Request for Course Termination

- The purpose of this change is to remove this course from program requirements and to add it to recommended program electives. The new course description aligns with that used statewide. Students need the information in PLCs 1 & 2 to understand the information in this course.

---

### Initiator

Margaret Lee, Engineering Technology Program Coordinator

### Date Submitted

3/4/2015

---

### REQUIRED SIGNATURES

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<th>VP, Academic Programs</th>
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<p>| Vice President, Occupational Programs, Chair | | |
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<td>1. ☒</td>
<td>Current Course Prefix/Number</td>
<td>ETS 1542C</td>
<td>2. ☒</td>
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<td>Introduction to Programmable Logic Controllers</td>
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<td>10. Recommended Lab Fee Amount (new course only) Justification</td>
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<td>☒ AS Program</td>
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<td>19. Change in College Level Skills</td>
<td>☐ Yes</td>
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<td>If yes, please indicate:</td>
<td>☐ Writing</td>
<td>☐ Reading</td>
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<td>22. Rationale Required for New Course, Change in Course or Request for Course Termination</td>
<td></td>
<td>To align FGC’s course title for this course to the SCNS statewide title</td>
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Initiator
Margaret Lee, Engineering Technology Program Coordinator

Date Submitted
3/4/2015

REQUIRED SIGNATURES
APPROVED | APPROVED WITH CHANGES | NOT APPROVED | DATE
---|---|---|---
VP, Academic Programs |   |   |   |
VP, Occupational Programs | Tracy Hickman |   | 3/4/2015 |
Educational Affairs Committee Action |   |   | 3/11/2015 |
Submit to Board of Trustees | ☒ Yes | ☐ No |   | 4/14/2015 |
Vice President, Occupational Programs, Chair |   |   |   |   |

103
EDUCATIONAL AFFAIRS COMMITTEE
ACTION FORM
☒ NEW COURSE PROPOSAL
☐ CHANGE IN COURSE PROPOSAL
☐ REQUEST FOR COURSE TERMINATION

1. ☒ Current Course Prefix/Number
   ETS 1544C
   ☒ Proposed New Course Prefix/Number
2. ☐ Current Course Title
   ☒ Proposed New Course Title
   Programmable Logic Controllers 2
3. Effective
   Academic
   Term
   Fall 2015
4. ☐ Current Prerequisite(s)
   ☒ Proposed New Course Pre-requisite(s)
   ETS 1542C Programmable Logic Controllers 1
5. ☐ Current Co-requisite(s)
   ☐ Proposed New Course Co-requisite(s)

6. Lecture
   Credit Hrs.
7. PSAV
   Clock
   Hrs.
8. Lab
   Cr. Hrs.
9. Combination Lecture/ Lab
   Credit Hrs. (“C” course only)
10. Recommended Lab Fee Amount
    (new course only) Justification

11. Course Type (check all that apply):
    ☐ AA    ☒ AS Program  ☐ Certificate  ☐ PSAV  ☐ Bachelor  ☐ Transfer  ☐ Non-Transfer  ☐ Elective  ☐ Gordon Rule
    ☐ Course is Repeatable  ☐ Number of times
    College Level Skills Required:
    ☐ Writing  ☐ Reading  ☐ Math

12. Course Description (current or proposed new course)
    This course is a continuation of ETS 1542C for students who are familiar with basic PLC operations and
c    concepts. Students learn the skills required to physically connect, operate, maintain and troubleshoot logic
    controllers in a simulated industrial environment. Topics covered include program control instructions, analog
    input data, date manipulation instructions, and data handling and memory functions.

CHANGE(S) TO EXISTING COURSE (complete each box below where change is needed)

13. Change Credit
    Hrs. To:
14. Change Course
    Prefix/Number To:
15. Change Course Title To:
16. Change Course Description To:
17. Change Pre-requisite(s) To:
18. Change Co-requisite(s) To:
19. Change in College Level Skills
    ☐ Yes  ☐ No
    If yes, please indicate:
    ☐ Writing  ☐ Reading  ☐ Math
20. If Change in Lab Fee, please indicate:  Current fee $
    New fee amount $  21. Purpose of fee (required)
22. Rationale Required for New Course, Change in Course or Request for Course Termination
    Four of the seven Student Performance Standards from the Florida Dept. of Education’s framework for the A.S.
    Engineering Technology Advanced Manufacturing Specialization address Programmable Logic Controllers.
    While the program’s current requirements do include one course, ETS 1542C Programmable Logic Controllers
    1, the single course does not provide sufficient contact hours or calendar weeks to adequately address all of
    the PLC and PLC-related sub-standards required by the framework. This course is being added to the program
    requirements to enable fully addressing the framework’s standards/sub-standards.

Initiator
Margaret Lee, Engineering Technology Program Coordinator
Date Submitted
3/3/2015

REQUIRED SIGNATURES

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COURSE INVENTORY INPUT FORM
(Complete all items that apply)

COURSE NAME ___ Programmable Logic Controllers 2 _______ COURSE # ___ETS 1544C_____

SPECIAL GRADING □ S/U ☒ Alpha □ Non-Graded

General Education Requirement (Mark all that apply):
☐ Communications; □ Math; □ Group 1 Humanities; □ Group 1 Natural Science; □ Group 1 Social Science
□ Group 2 Humanities; □ Group 2 Natural Science; □ Group 2 Social Science

PLEASE MARK THE APPROPRIATE COURSE CLASSIFICATION VALUE

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Maximum Enrollment ____12____
Total Contact Hours ____3____

Attach Calculations on separate sheet
EDUCATIONAL AFFAIRS COMMITTEE
ACTION FORM
☒ NEW COURSE PROPOSAL
☐ CHANGE IN COURSE PROPOSAL
☐ REQUEST FOR COURSE TERMINATION

1. ☐ Current Course Prefix/Number
☒ Proposed New Course Prefix/Number
ETS 2531C

2. ☐ Current Course Title
☒ Proposed New Course Title
Human-Machine Interfaces and System Graphics

3. Effective Academic Term
Fall 2015

4. ☐ Current Prerequisite(s)
☒ Proposed New Course Pre-requisite(s)
ETS 1544C Programmable Logic Controllers 2

5. ☐ Current Co-requisite(s)
☐ Proposed New Course Co-requisite(s)

6. Lecture Credit Hrs.
7. PSAV Clock Hrs.
8. Lab Cr. Hrs.
9. Combination Lecture/ Lab Credit Hrs. ("C" course only) 3
10. Recommended Lab Fee Amount (new course only) Justification

11. Course Type (check all that apply):
☐ AA ☒ AS Program ☐ Certificate ☐ PSAV ☐ Bachelor ☐ Transfer ☐ Non-Transfer ☐ Elective ☐ Gordon Rule
☐ Course is Repeatable Number of times

College Level Skills Required: ☐ Writing ☐ Reading ☐ Math

12. Course Description (current or proposed new course)
This course teaches the knowledge and skills needed to configure a computer display depicting a graphical representation of a process and its control elements using human machine interface (HMI) software package(s) and HMI hardware. Topics include designing process graphics, designing alarm indicators, setting up trending graphs, establishing data logging files, linking the various process input to the graphic objects created, and linking the process inputs and outputs for display and data logging.

13. Change Credit Hrs. To:
14. Change Course Prefix/Number To:
15. Change Course Title To:

16. Change Course Description To:

17. Change Prerequisite(s) To:
18. Change Co-requisite(s) To:

19. Change in College Level Skills ☐ Yes ☐ No If yes, please indicate: ☐ Writing ☐ Reading ☐ Math

20. If Change in Lab Fee, please indicate: Current fee $ New fee amount $ 21. Purpose of fee (required)
22. Rationale Required for New Course, Change in Course or Request for Course Termination
The Student Performance Standard 17.0 Use proficiently human machine interfaces to operate automated systems, which includes six sub-standards, is not currently addressed by any existing program requirements. This course is being added to the program requirements to address this standard and sub-standards.

Initiator
Margaret Lee, Engineering Technology Program Coordinator

Date Submitted
3/3/2015

REQUIRED SIGNATURES

APPROVED
APPROVED WITH CHANGES
NOT APPROVED
DATE

VP, Academic Programs

VP, Occupational Programs
Tracy Hickman 3/3/2015

Educational Affairs Committee Action
3/11/2015

Submit to Board of Trustees ☒ Yes ☐ No 4/14/2015

Vice President, Occupational Programs, Chair
COURSE INVENTORY INPUT FORM
(Complete all items that apply)

COURSE NAME Human-Machine Interfaces and System Graphics
COURSE # ETS 2531C

SPECIAL GRADING ☐ S/U ☒ Alpha ☐ Non-Graded

General Education Requirement (Mark all that apply):
☐ Communications; ☐ Math; ☐ Group 1 Humanities; ☐ Group 1 Natural Science; ☐ Group 1 Social Science
☐ Group 2 Humanities; ☐ Group 2 Natural Science; ☐ Group 2 Social Science

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1.4 Community Instructional Serv
☐ 1.42.00 Rec & Leisure

1.5 Educator Preparation Institute
☐ 1.50.01 Educator Preparation Inst

Maximum Enrollment 12
Total Contact Hours 3

Attach Calculations on separate sheet
## EDUCACTUAL AFFAIRS COMMITTEE

**ACTION FORM**

- ☒ NEW COURSE PROPOSAL
- ☐ CHANGE IN COURSE PROPOSAL
- ☐ REQUEST FOR COURSE TERMINATION

### 1. Current Course Prefix/Number

- ☒ ETS 2676C

### 2. Current Course Title

- ☒ Proposed New Course Title

### 3. Effective Academic Term

- Fall 2015

### 4. Current Prerequisite(s)

- ☒ Proposed New Course Pre-requisite(s)

### 5. Current Co-requisite(s)

- ☐ Proposed New Course Co-requisite(s)

### 6. Lecture

- Credit Hrs.  
- ETS 1535C Automated Process Control

### 7. PSAV

- Clock Hrs.  
- 3 cr hrs

### 8. Lab

- Cr. Hrs.  

### 9. Combination Lecture/ Lab Credit Hrs. (*C” course only)

- 3 cr hrs

### 10. Recommended Lab Fee Amount (new course only)

- Justification

### 11. Course Type (check all that apply):

- ☐ AA
- ☒ AS Program
- ☐ Certificate
- ☐ PSAV
- ☐ Bachelor
- ☐ Transfer
- ☐ Non-Transfer
- ☐ Elective
- ☐ Gordon Rule

### 12. Course Description (current or proposed new course) from the SCNS Profile Description:

- This course teaches the basic principles of industrial electronics, computers, automated equipment, sensors, servo systems, stepper motors, relays and controllers. Students will gain practical experience by building and programming a basic robotic system.

### CHANGE(S) TO EXISTING COURSE (complete each box below where change is needed)

### 13. Change Credit Hrs. To:

### 14. Change Course Prefix/Number To:

### 15. Change Course Title To:

### 16. Change Course Description To:

### 17. Change Pre-requisite(s) To:

### 18. Change Co-requisite(s) To:

### 19. Change in College Level Skills

- ☐ Yes
- ☐ No

### 20. If Change in Lab Fee, please indicate:

- Current fee $
- New fee amount $

### 21. Purpose of fee (required)

- Rationale Required

### 22. Rationale Required for New Course, Change in Course or Request for Course Termination

- The A.S. Engineering Technology program framework’s Student Performance Standard in this area, 16.0 Apply the principles of robotics to automated systems, is not currently being covered anywhere in the program requirements. The topics and skills specified in the Florida Department of Education SCNS profile description for this new course very closely align with the standard/sub-standards from the framework and would provide a program requirement that satisfies the standard/sub-standards.

### Initiator

- Margaret Lee, Engineering Technology Program Coordinator

### Date Submitted

- 3/3/2015

### REQUIRED SIGNATURES

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COURSE INVENTORY INPUT FORM
(Complete all items that apply)

COURSE NAME  Introduction to Robotics  COURSE #  ETS 2676C

SPECIAL GRADING  ☐ S/U  ☒ Alpha  ☐ Non-Graded

General Education Requirement (Mark all that apply):
☐ Communications;  ☐ Math;  ☐ Group 1 Humanities;  ☐ Group 1 Natural Science;  ☐ Group 1 Social Science
☐ Group 2 Humanities;  ☐ Group 2 Natural Science;  ☐ Group 2 Social Science

PLEASE MARK THE APPROPRIATE COURSE CLASSIFICATION VALUE

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1.2 Continuing Workforce Ed

Maximum Enrollment  12

Total Contact Hours  3

Attach Calculations on separate sheet
EDUCATIONAL AFFAIRS COMMITTEE
Action Form

☐ NEW PROGRAM PROPOSAL
☐ CHANGE IN PROGRAM PROPOSAL
☐ REQUEST FOR DELETION OF PROGRAM

CIP Number
Mnemonic Code
or Changes to Mnemonic Code

Effective Term

Current or Proposed New Program Title
Program Credits or PSAV Clock Hrs.

Check Box for Program Type:
- ☐ Associate in Arts Emphasis
- ☐ College Credit Certificate
- ☐ PSAV
- ☐ Gainful Employment
- ☐ Yes
- ☐ No
- ☐ Associate in Science
- ☐ Applied Technology Diploma
- ☐ Baccalaureate
- ☐ STEM
- ☐ Yes
- ☐ No

WHAT IS CURRENTLY IN EFFECT (From)

WHAT CHANGES ARE BEING PROPOSED (To)

Total Current Credit or PSAV Clock Hrs.
From: ____________________________
To: ____________________________

Total New Credit or PSAV Clock Hrs.

Rationale Required for New Program, Change in Program, Request for Deletion

SUBSTANTIVE CHANGE REVIEW

If the proposal is for a new program, a completed Substantive Change Notification Form must be attached to this proposal.
If SACS-COC notification is required, a response must be received from them before this proposal will be submitted to the FGC Board of Trustees.
If SACS approval has been received, attach a copy of the approval to this proposal.

Initiator ____________________________ Date Submitted ____________________________

REQUARED SIGNATURES

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<thead>
<tr>
<th>VP – Academic Programs</th>
<th>Date Submitted</th>
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<tr>
<th>VP – Occupational Programs</th>
<th>Date Submitted</th>
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<tr>
<th>Educational Affairs Committee Action</th>
<th>Date Submitted</th>
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Do not submit to Board of Trustee pending receipt of SACS acceptance/approval
- ☐ Approval received
- ☐ Approval not received

SACS notification accepted or approval received (see attached)
- ☐ Yes
- ☐ No

SACS notification or approval not required
- ☐ Yes
- ☐ No

Submit to Board of Trustees
- ☐ Yes
- ☐ No

Vice President, Occupational Programs, Chair