

**POLK STATE COLLEGE
ACADEMIC QUALITY COUNCIL MINUTES**

Meeting: Academic Quality Council (AQC)

Date/Time: March 18, 2024 at 3:00 pm

Location: Via Microsoft Teams Videoconferencing

Recorder: Megan Cavanah

Attending Members: Bert Rivera-Marchand, Kim Thomas, Earl Brown, LJ Russum, Ben Pila, Dawn Drake, Carolyn Orr, Meriem Diouri, Margaret Strengel-Martinez, Koushik Banerjee, Mike Long (filling in for Megan Cavanah), Jaime Selph, Dawnetta Wearing, Shavonda Harris, Sandra Ward

Attending Resource Members: Amy Bratten, Courtlann Thomas, Chris Fullerton, Andy Oguntola, Mary Clark, Sandra Ward-Jones, Cody Moyer, Deleise Wilson, and Beth Lockett, Megan Cavanah

Faculty/Staff Guests: Sharon Kochanowski (presenting), Chasya Wiseman (presenting), Yvonne Velez, and Von McGriff

I. Welcome

Amy Bratten welcomed everyone and called the meeting to order. A quorum was reached at 3:02 pm.

II. Approval of Minutes

Kim Thomas made a motion to approve the *Academic Quality Council Meeting Minutes: January 18, 2024* and *Academic Quality Council Meeting Minutes: February 19, 2024*; Carolyn Orr seconded. No further discussion ensued; the motion passed unanimously.

III. Curriculum Proposals

A. Education Department (Presenter: Sharon Kochanowski)

Course Modification Proposals: EEC 4940 *Internship in Early Childhood Education* and EDE 4945 *Internship in Elementary Education*

New Course Proposal: EDG 4940 *Final Education Program Internship*

Program Modification Proposals: Bachelor of Science (BS) in Early Childhood Education and BS in Elementary Education

End-Term Proposals: RED 4940 *Final Reading Internship*, EDE 4936 *Senior Seminar in Elementary Education*, EDE 4945 *Internship in Elementary Education*, EEC 4936 *Senior Seminar in Early Childhood Education*, and EEC 4940 *Internship in Early Childhood Education*

Sharon explained that the Education Department conducted an analysis of the workload and the instructor time investment for EEC 4940 *Internship in Early Childhood Education* and EDE 4945 *Internship in Elementary Education*. As a result of the analysis, the Department is proposing that the instructional load points be decreased from 36 to 18 for EEC 4940 and EDE 4945. After this change, the Department determined that these courses could be end-termed as part of changes being made for a single final internship

course offering for both programs, as a further step for scheduling efficiency. The Department is proposing a new course: EDG 4940 *Final Education Program Internship*. EDG 4940 will replace EEC 4936 *Senior Seminar in Early Childhood Education*, EEC 4940 *Internship in Early Childhood Education*, and RED 4940 *Final Reading Internship* in the BS in Early Childhood Education degree program; additionally, EDG 4940 is to replace EDE *Senior Seminar in Elementary Education*, EDE 4945 *Internship in Elementary Education*, and RED 4940 *Final Reading Internship* in the BS in Elementary Education degree program. Sharon explained that these changes will streamline student and faculty scheduling. The new course, EDG 4940 *Final Education Program Internship*, will cover all state-required field experience competencies and components within the one course offered for students in both Education programs.

Margaret Strengel-Martinez made a motion to approve; Ben Pila seconded. No further discussion ensued; the motion passed unanimously.

The new course proposal and program modification proposals become effective in the Fall 2024 (2025-1) Term. The course end-term is effective for the Summer 2025 (2025-3) Term.

B. Nursing Department (Presenter: Deleise Wilson)

Course Modification Proposal: NUR 2912 *Transition Bridge*

Program Modification Proposal: Associate in Science (AS) in Nursing: Transition Track

End-Term Proposals: NUR 2321C *Health Professional to RN: Transition II* and NUR 2762C *Health Professional to RN: Transition III*

Deleise provided a brief overview of the course sequence for students in the AS in Nursing: Transition Track program. The Nursing Department is proposing adding two AS in Nursing: Generic Track courses, NUR 2600C *Nursing of the Family* and NUR 2744C *Advanced Comprehensive Nursing Care*, to the Transition Track course sequence to increase efficiency in student and instructor scheduling for the two programs. While economizing instructor scheduling and reducing summer overloads, this change will also provide a mechanism for students who are unsuccessful in a given course to retake it without waiting for a full year for the course to be offered again. To complete this streamlining action, the Department is end-termining two Transition Track courses (NUR 2321C *Health Professional to RN: Transition II* and NUR 2762C *Health Professional to RN: Transition III*) that are being replaced by the two Generic Track courses.

To ensure that the program does not exceed the state-mandated 72-credit-hour allowance for the AS in Nursing: Transition Track degree, the Department is also proposing decreasing the credits awarded for previous certification (e.g., LPN, military medic) via NUR 2912 *Transition Bridge* (i.e., from ten credits to nine). This ensures that the 18 credits of coursework from the Generic Track can fit seamlessly into the Transition Track.

Dawn Drake made a motion to approve; Ben Pila seconded. No further discussion ensued; the motion passed unanimously.

The new course proposal and program modification proposals become effective in the Fall 2024 (2025-1) Term. The course end-term is effective for the Summer 2025 (2025-3) Term.

III. Informational Items

A. Mathematics Pathways Updates (Presenter: Mike Long)

Mike Long explained that because of the new state-mandated changes to the Mathematics Pathways, the College has decided to discontinue the use of MGF 1106 *Topics in Mathematics* and MGF 1107 *Explorations in Mathematics* starting in the Summer 2024 Term (2024-3). A student who entered the College during a Catalog period that required MGF 1106 or MGF 1107 will be able to take MGF 1130 *Concepts in Mathematics* for credit toward graduation. Additionally, some sections of MGF 1106 and MGF 1107 will be offered to students who did not successfully complete these courses in a previous attempt. The Mathematics Department is working with Student Services to develop policies for these changes and are sharing this information with faculty, staff, and students.

B. Financial Aid Updates (Presenter: Bob Evans)

Megan Cavanah explained that this informational item will be shared via email due to a scheduling conflict.

C. AQC Membership (Presenter: Megan Cavanah)

Megan asked for current members of the Academic Quality Council to renew their membership, as the College is currently working to staff committees listed in Procedure 6002.

IV. Adjournment

Amy Bratten reminded the Council that the April 2024 meeting will feature Annual Program Review presentations. After the presentation for each program's review and self-study, members of the Council will be asked to provide the strengths and weaknesses of each program.

Amy Bratten adjourned the meeting at 3:53 pm.