POLK STATE COLLEGE
ACADEMIC QUALITY COUNCIL MINUTES

Meeting: Academic Quality Council (AQC)

Date/Time: September 21, 2020 at 3:00 p.m.

Location: Zoom: Videoconferencing

Recorder: Yvonne Velez

Attending Members: Lee Thomas, Orathai Northern, John Glenn, April Robinson, Rafaela Ellis, Earl Brown, Mark Hartfield, Susan Moerschbacher, Greg Harris, Carolyn Orr, Gregory Toole, Bulmuo Maakuu, Bruce Dubendorff, Dale Anderson, Maria Lehoczky, Merrybeth Etherton, and Richard Benson

Other Faculty/Staff Members: John Huff, Susan Whatley, Kerry Shapiro, Larry Young, Pamela Jones, and Megan Cavanah

I.   Welcome and Introductions
Dr. Thomas welcomed everyone and called the meeting to order. A quorum was reached at 3:05 p.m.

Dr. Thomas requested new committee members to introduce themselves.

II.   Approval of Minutes
Dale Anderson made a motion to approve two sets of minutes from the April 7, 2020 meeting and the April 20, 2020 meeting; Greg Harris seconded. There was no further discussion; the motion passed unanimously.

III.   Information Item: *Stale Course Report*
Yvonne shared that each fall, as required by State rule, the College reviews all courses that have not been offered in the past five years. A *Stale Course Report* (spreadsheet) was generated during the fall, and the various departments provided feedback regarding the courses noted on the spreadsheet.

After some discussion, members determined that some departments had not yet reviewed the *Stale Course Report*; therefore, the committee decided to table the discussion.

Greg Harris made a motion to table; Bruce Dubendorff seconded. There was no further discussion; the motion passed unanimously.

IV.   New Course: CTS 9999C *Cloud Security*
Program Modifications: *Network Systems Engineering Technology, AS* (Infrastructure); *Network Systems Engineering Technology, AS* (Infrastructure and Security)
Presenter: John Huff

John Huff shared that cybersecurity, as a discipline, has become an important part of securing networks to provide data security. The Network Systems Engineering Technology (NSET) Program is adding this class to the degree offerings as an elective to prepare students for employment in cybersecurity operations extending into the cloud. The proposed change to the Infrastructure and Security Specialization of the NSET degree provides an added course for training in cloud security, increasing skill sets for employability in today's environment.

This class is to be added as an elective within the Infrastructure and Security Specialization of the NSET program for the Spring 2021 Term (2021-2).

Greg Harris made a motion to approve; Bruce Dubendorff seconded. There was no further discussion; the motion passed unanimously.

VIII.   **Course Modification:** TRA 2131 *Purchasing and Inventory Management*
         Presenters: Kerry Shapiro and Susan Whatley

Susan Whatley shared that the course, TRA 2131 *Purchasing and Inventory Management,* currently requires prerequisite completion of TRA 1154 *Principles of Supply Chain Management*. For students who are completing the Logistics and Transportation Specialist (LTS) Certificate and Associate in Science in Supply Chain Management degree, this prerequisite hinders timely completion.

TRA 2131 *Purchasing and Inventory Management* includes an introduction to the supply-chain field; even students without a strong background are provided foundational information, allowing them to be successful in the course. Additionally, the course also incorporates the Council of Supply Chain Management Professionals (CSCMP) SCPro Fundamentals Certification with Common Learning Blocks (including a *Supply Chain Fundamentals* module) as part of the coursework. This further reinforces foundational information.

Susan requested the removal of the course TRA 1154 *Principles of Supply Chain Management* as a prerequisite for TRA 2131 *Purchasing and Inventory Management*. The prerequisite is to be modified in the Spring 2021 Term (2021-2).

Greg Harris made a motion to approve; Rafaela Ellis seconded. There was no further discussion; the motion passed unanimously.

IX.   **Discussion:** *Academic Quality Council Handbook*
        Yvonne explained that the current *AQC Handbook* has not been revised since July 2016, and she is seeking for volunteers to help with revisions.

        Orathai Northern, Greg Harris, Mary Clark, and Mark Hartfield volunteered. Yvonne plans to email the current *AQC Handbook* and send a meeting invite to discuss revisions.

X.   **Adjournment**
        Lee reminded the committee members of the next meeting scheduled for Monday, October 19, 2020, as well as the upcoming proposal deadline on Thursday, September 24, 2020. Also, the *2021-2022 Polk State College Catalog/Student Handbook* proposed changes are to be presented no later than the February 15, 2021 AQC meeting. This

requires that all remaining proposals for the spring semester must be launched and approved by the Curriculog Originators before the proposal deadline of Wednesday, January 20, 2021.

Greg Harris made a motion to adjourn the meeting; Mark Hartfield seconded. The meeting adjourned at 3:25 p.m.