

**POLK STATE COLLEGE
ACADEMIC QUALITY COUNCIL MINUTES**

Meeting: Academic Quality Council (AQC)

Date/Time: September 19, 2022 at 3:00 p.m.

Location: WMS 124 and Zoom Videoconferencing

Recorder: Yvonne Velez

Attending Members: Orathai Northern, David Sutton, April Robinson, Fatin Morris Guirguis, Earl Brown, Von McGriff, Pamela Jones, Ben Pila, Dawn Drake, Greg Harris, Carolyn Orr, Meriem Diouri, Koushik Banerjee, Margaret Strengel-Martinez, Megan Cavanah, Beth Luckett, Amy Rutledge, Merrybeth Etherton, Dawnetta Wearing, Shavonda Harris, Courtlann Thomas, Chris Fullerton, Susan Morgan, Mary Clark, Cody Moyer, Sandra Ward-Jones, and Lenora Burnett (on behalf of the Bob Evans)

Faculty/Staff Guests: Maria Lehoczky, John Woodward, Sue Candia, and Adrian Testani from Florida Southern College

I. Welcome and Introductions

Orathai Northern welcomed everyone and called the meeting to order. A quorum was reached at 3:04 p.m.

Orathai provided a revision to the agenda as the listed lower-division Early Childhood Education and Management proposals are tabled for the October AQC meeting.

II. – IX. Military Science: ROTC Program

New Course Proposals: MSL 3201 *Training Management and the Warfighting Functions*, MSL 3201L *Training Management and the Warfighting Functions Lab*, MSL 3202 *Applied Leadership in Small Unit Operations*, MSL 3202L *Applied Leadership in Small Unit Operations Lab*, MSL 4301 *The Army Officer*, MSL 4301L *The Army Officer Lab*, MSL 4302 *Company-Grade Leadership*, and MSL 4302L *Company-Grade Leadership Lab*

Presenter: David Sutton

David explained that during the last year, the College has been working to expand its Army Reserve Officers Training Corps (ROTC) Military Science course offerings. The College already offers lower-division one- and two-thousand-level courses, which it has done successfully for several years. The proposed changes enable the College to add upper-division three- and four-thousand-level courses.

Traditionally, cadets in Polk State College's Reserve Officers' Training Corps (ROTC) have been required to transfer to either Florida Southern College (FSC) or Southeastern

University (SEU) to continue within the ROTC Program after the Associate in Arts degree is earned. The addition of upper-division ROTC courses provides Polk State students with the option of completing the ROTC Program and a four-year degree at the College. The upper-division courses contain the *United States Army Cadet Command-Directed Curriculum* required for all junior- and senior-level ROTC cadets. The course material and outcomes are centrally published and common across every institute in the nation.

Adrian Testani, the Florida Southern College ROTC Enrollment and Scholarship Officer, shared that scholarships are available for students who want to complete the baccalaureate degree at Polk State while continuing in the ROTC Program. He also explained that a student can be enrolled in any degree program while taking ROTC courses, as the requirement for the cadet to commission as an Army second lieutenant is to have completed a four-year degree and all of these ROTC courses; therefore, a student can be in any degree program while completing the ROTC courses as electives.

Discussion ensued concerning the placement of these upper-division elective courses within Polk State's baccalaureate programs and any financial aid implications for students.

Earl Brown made a motion to table these new courses pending continuation of discussion of course placement and any financial aid implications; Dawnetta Wearing seconded. No further discussion ensued; the motion passed unanimously.

X. – XII. Business and Technology: Accounting

Course Modification Proposals: ACG 2021 *Principles of Financial Accounting* and ACG 2072 *Accounting for Professionals*

Program Modification Proposal: Bookkeeping Operations Certificate

Presenter: John Woodward

Note: *The AS in Accounting Technology Program Modification Proposal is to be presented at the October AQC meeting.*

- A. John gave the following summary regarding the *ACG 2021 Principles of Financial Accounting Course Modification Proposal*.
 1. The department seeks to reduce the credit hours for the course from four credits (currently) to three credits. This change aligns ACG 2021 *Principles of Financial Accounting* with all other state colleges offering this class and maximizes college-transfer credits to other institutions. The reduction of credits also reduces the lecture hours and load points for instructors, allowing for more efficient scheduling practices (i.e., the change reduces the load-point value from 16 points per course (currently) to 12 points, as well as the lecture hours from 64 to 48 hours). This better aligns course scheduling with the current Polk State College instructor workload limits.
 2. The department seeks to add MAT 1033 *Intermediate Algebra* as a prerequisite course, providing a better preparatory pathway for programs that use this course.
- B. The *Bookkeeping Operations Certificate Program Modification Proposal* summary is as follows:

1. The department seeks to add CGS 1510 *Spreadsheet Fundamentals* (3 credits) as a program-required course.
2. The department seeks to remove GEB 2930 *Selected Topics in Business* (2 credits).
3. To obtain one credit for the additional course, the department seeks to reduce the credit hours for ACG 2021 *Principles of Financial Accounting* from four credits to three credits (cf. discussion above). This ensures that the program remains unchanged in its total number of credits.

Note: *These modifications to the Bookkeeping Certificate do not affect the total program length of 18 credit hours.*

Maria explained that, as these programs use the above courses, the Associate in Science in Accounting Technology and Associate in Science in Business Administration modifications are to be presented at the October Academic Quality Council meeting. She is currently collaborating with the College Success Department Coordinator to finalize a new AS-focused student success course to bring the programs to 60 credits after the changes in credit values discussed at this meeting.

These modifications go into effect during the Fall 2023 Term (2024-1).

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

- C. The *ACG 2072 Accounting for Professionals Course Modification Proposal* seeks to eliminate MTB 1103 as a course prerequisite. This class has been end-termed and no longer exists in the *Polk State College Catalog/Student Handbook*.

The elimination of this prerequisite is effective during the Fall 2023 Term (2024-1).

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

XIII. Informational Item

2022 – 2023 AQC Meeting Schedule with proposal deadlines

Presenter: Orathai Northern

Orathai requested that the council review the *2022-2023 AQC Meeting Schedule*.

XIV. Adjournment

Orathai reminded the Council members that the next meeting is scheduled for Thursday, October 20, 2022.

Greg Harris made a motion to adjourn the meeting; Cody Moyer seconded. The meeting adjourned at 4:04 p.m.