

Curriculum Committee Meeting Meeting
McClain Hall M108
2/23/2024 - 10:30 AM

Present: Matt Buel, Cindy Turner, Eddie Dry, Becky Baird, Abigail Melton, Doug Wintle, Lucy Haun, Laura Knox, Matt Franklin, Tamara Daniel, Amy Clark, Katy Page, Robert Shurley, Jessica Clanton, Karen Heslep and Stephen Thomason

Matt called the meeting to order at 10:35 a.m.

The meeting minutes from November and January were presented today because we did not have a quorum for the January meeting. Meeting minutes were accepted as presented.

We revisited two items from the January meeting for a vote.

Proposal to change the maximum number of credits that can be earned via various Prior Learning Assessment methods. Currently, ASUMH has a limit of 15 credit hours. In reviewing the policies of other system and regional campuses, the limit is:

No more than 50% of the credits for a credentialed program may be earned from prior learning assessment methods, up to 30 hours total.

Request the changes be made to page 49 and page 61 in the catalog to reflect this proposal. If there are places in the catalog I did not find, I request the information also be updated in those places.

Note about page 61: This change is so that the language for an Associate Degree matches the language used for the technical certificate and the certificate of proficiency found on page 62.

A motion was made to discuss by Laura Knox and seconded by Lucy Haun. Karen mentioned this proposal is in line with other schools in our system. This proposal will not make us a "degree mill" because there are steps to be taken before the credit is granted. This request will go to the Dean and the Provost/Vice Chancellor for Academic Affairs. There are checks and balances in place. Accepted as presented.

Karen spoke to the degree change proposal to change the AAS Criminal Justice directed electives (6 credit hours) on the to the following: Any BUS, CIS, EMT, EMR, BIOL, PHYS, SWK , or HUMN course. When students had a broad selection of electives it was not uncommon for them to fall into the 150% eligibility qualification with Financial Aid since every class they have ever taken counts in the 150% eligibility classification. Narrowing the electives pool will reduce the number of CRJ students having this issue. Why were CRJ courses not included? CRJ classes are needed for the degree. CRJ will need to add to this list. Double check document, Eddie amended his proposal so CRJ can be accepted this proposal Eddie moved; Stephen seconded.

An approval for a change in the degree plan for Technical Certificate Pre-Nursing. Remove the prerequisite BIOL and include ORT1031 - First Year Experience for Health Science, and remove OR to requiring Computer Essentials and Math.

We are returning to teaching College Algebra and will be eliminating the algebra support classes. We will use the score realignment sheet for placement.

- 2833 **Principles of Management** Analyzes the various elements necessary for managerial action and the importance of management as a distinct activity. Addresses the various functions of management including planning, staffing, organizing, directing, and controlling. (F)
- 2841 **Business Administration Internship** Applies classroom knowledge to actual work situations. A minimum of 40 hours of supervised work experience in an approved training situation is required. Should be taken during the student's final semester. (S)
- 2843 **Project Management** Teaches the managerial and software aspects to solve and manage projects. Emphasis is placed on classifying project roles and responsibilities; comparing and contrasting standard project phases, executing and developing project schedules. Project constraints, risk strategies along with communication and change management will be addressed. Understanding of course objectives will be demonstrated through development of a project. This hands-on, project-based course helps prepare students for the CompTIA Project+ Certification. (S)
- 2851 **Office Internship** Applies classroom knowledge to the actual work situation. A minimum of 40 hours of supervised work experience in an approved training situation is required. (D)
- 2853 **Business Leadership and Decision Making** Explores the behaviors and skills necessary to be an effective leader and manager. Motivation, decision-making, problem-solving, conflict/negotiation strategies and meeting management are examined. Course materials and activities will challenge students to connect theory to practice. (S)
- 2861 **Business Capstone Project** The capstone prepares and develops students' skills for a technical work-stream leader role in their area of discipline within business and technology. Capstone projects will be inquiry and practice-centered and will draw upon areas of interest to the student and focus from the student's major. All capstones aim to bridge theory and practice and are aimed to have an impact on the professional life of students. Students are encouraged to apply and expend knowledge gained through the courses in their selected major as part of this process. An internship can be used to fulfill this course. ~~A minimum of 40 hours supervised work experience in an approved training situation is required per credit hour awarded.~~ (S)
- 2903 **Fundamentals of International Business** Introduces students to fundamental aspects of international business including international economics, finance, management, marketing, law, and accounting. Also examines how cultural diversity affects business around the world. (D)

(CDL) COMMERCIAL TRUCK DRIVING

- 1007 **Commercial Truck Driving** Introduces motor operation, such as drive trains, brakes, fuel, exhaust, cooling, electrical, suspension, steering, and coupling; shift patterns, securing loads, close-quarters maneuvering, over the road driving, laws, and regulations, logbooks, bill of lading, and trip reports. Safety is emphasized throughout this course. The course consists of a combination of classroom, lab, and driving time. (F, S, Su)

(AUTO) AUTOMOTIVE SYSTEMS REPAIR

1013 Introduction to Automotive Technology Introduces the automobile from a technical perspective. Subjects covered include automotive technical career exploration, minor maintenance and safety inspection, and an introduction to technical systems. Also includes automotive history and current environmental issues associated with the automobile. Presents both theory and practice using handheld and stationary equipment in most topics. Safety incorporating OSHA standards is emphasized. (F)

1024 **1023 Brakes and Braking Systems** Introduces the fundamentals of basic brakes and braking systems, including hydraulic theory. Includes various disc, drum and parking brake systems. Mechanical, hydraulic, and anti-lock systems are included. Safety incorporating OSHA standards is emphasized. (F)

1034 Suspension and Steering Systems Introduces the fundamentals of suspension and steering systems. Includes wheels, tires, hubs, bearings, seals, springs, front and rear alignment, and various manual and power steering systems. Includes both theory and practice in most topics. Safety incorporating OSHA standards is emphasized. (S)

1104 **1103 Engine Performance I** Studies fuel systems, electronic engine/emission controls, proper engine performance, tune-up and automotive safety devices. Diagnostics will be extensively covered. Knowledge needed to perform repair work in general engine diagnosis, computerized engine control diagnosis and repair, ignition and repair, and engine related service will be introduced. (F)

1203 Automatic Transmission/Transaxle Introduces the theory and operation of automatic transmissions. Teaches the purpose and operation of a torque converter, and how the clutches, bands, servos, solenoids, pump valve body and modulators work. The laws governing planetary gears and how torque is routed through and automatic transmission are studied. Learning about the relationship of hydraulic components and planetary control devices helps the student to properly diagnose problems in the transmission. Safety is emphasized. (D)

1304 **1303 Electrical Systems I** Introduces the fundamentals of electricity, including electrical circuits, Ohm's Law, wiring diagrams, and common electrical symbols. Familiarization with test equipment as well as diagnosis and troubleshooting are emphasized. Safety incorporating OSHA standards is emphasized. Systems include starting, charging, microprocessor, power distribution, sensors, and actuators. (F)

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- 1007 **Commercial Truck Driving** Introduces motor operation, such as drive trains, brakes, fuel, exhaust, cooling, electrical, suspension, steering, and coupling; shift patterns, securing loads, close-quarters maneuvering, over the road driving, laws, and regulations, logbooks, bill of lading, and trip reports. Safety is emphasized throughout this course. The course consists of a combination of classroom, lab, and driving time. (F, S, Su)

(CHEM) CHEMISTRY

- 1003 Introduction to Chemistry** Focuses on the fundamentals of chemical terms and applications to laboratory studies. Extensive drills on calculations and use of hand-held calculators in problem solving. Recommended for those with no prior study of chemistry. Prerequisite: MATH 0093 or higher. (S)
- 1011 General Chemistry I Lab** Accompanies CHEM 1013 (General Chemistry I) (Credit for this course is contingent upon earlier or simultaneous completion of CHEM 1013.) (F)

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- 2701 Web Development Internship** Includes the initial experience in a program designed to combine classroom theory with practical application through job-related experiences. Requires minimum of 40 hours of supervised work experience in an approved training situation. Capstone course for the last semester after meeting prior degree emphasis requirements. (D)
- 2703 Networking Applications** Introduces the concepts of networking and telecommunications with emphasis on design, architecture, "hands-on" installation, and maintenance. Introduces the student to the Windows server-based network operating system. (S)
- 2713 Web Development Internship** Includes the initial experience in a program designed to combine classroom theory with practical application through job-related experiences. Requires minimum of 120 hours of supervised work experience in an approved training situation. Capstone course for the last semester after meeting prior degree emphasis requirements. (D)
- 2723 Cybersecurity Essentials** Develops foundational understanding of cybersecurity and how it related to information and network security. Introduces students to characteristics of cybercrime, security principles, technologies, and procedures to defend networks. Students build technical and professional skills to pursue careers in cyber security. (F, S) **ACTS: CSEC 1303**
- 2801 Networking Internship** Includes the initial experience in a program designed to combine classroom theory with practical application through job-related experiences. Requires minimum of 40 hours of supervised work experience in an approved training situation. Prerequisite: CIS 1113 and CIS 1106. Co-requisites: CIS 1223 and CIS 1206. (D)
- 2803 Networking Internship** Includes the initial experience in a program designed to combine classroom theory with practical application through job-related experiences. Requires minimum of 120 hours of supervised work experience in an approved training situation. (S)

2893 **CIS Capstone Project** The capstone prepares and develops students' skills for a technical work-stream leader role in their area of discipline within business and technology. Capstone projects will be inquiry and practice-centered and will draw upon areas of interest to the student and focus from the student's major. All capstones aim to bridge theory and practice and are aimed to have an impact on the professional life of students. Students are encouraged to apply and expend knowledge gained through the courses in their selected major as part of this process. An internship can be used to fulfill this course. ~~A minimum of 40 hours supervised work experience in an approved training situation is required per credit hour awarded.~~ (S)

2903 **Programming Internship** Combines classroom theory with practical application through job-related experiences. Requires minimum of 120 hours of supervised work experience in an approved training situation. Capstone course to be taken in the last semester after meeting prior degree requirements. (S)

2911 **CIS Capstone Project** The capstone prepares and develops students' skills for a technical work-stream leader role in their area of discipline within business and technology. Capstone projects will be inquiry and practice-centered and will draw upon areas of interest to the student and focus from the student's major. All capstones aim to bridge theory and practice and are aimed to have an impact on the professional life of students. Students are encouraged to apply and expend knowledge gained through the courses in their selected major as part of this process. An internship can be used to fulfill this course. ~~A minimum of 40 hours supervised work experience in an approved training situation is required per credit hour awarded.~~ (S)

Amy Clark presented a notification to update the following information for various students in the School of Health Sciences:

(From page 22 in the catalog)

Emergency Medical Technician (EMT) Students

EMT students must meet the standards and requirements for admission to ASUMH. This includes a formal application for admission to ASUMH covering the submission of all required admission credentials. (See Admission Requirements) EMT students must be 18 years old by the date clinical begin, during the semester enrolled. (Changed from "by the end of the EMT course")

Students must meet the following requirements BEFORE the first day of class:

1. Have a current American Heart Association BLS Certification
2. Have an Arkansas Department of Health criminal background check form filled out (available from program director)
3. If the student has not lived in the state of Arkansas for the last five years, consecutively, a fingerprint card (available from the program director) must be completed and presented for a federal background check
4. Sign waivers and required forms as provided by program director
5. Documentation of a negative (tuberculin) TB Test
6. Documentation of a current influenza vaccination

(From page 24 in the catalog)

Registered Nursing (RN) Students

Registered Nursing students must meet the standards and requirements for admission to ASUMH, which include a formal application for admission including the submission of all required admission credentials. (See Admission Requirements.)

The RN program is a one calendar year (three semester) program that begins in January and June.

Application to the RN program does not guarantee admission. Class size is limited and all applicants may not be accepted into the program. Information on specific deadlines may be found on the ASUMH website.

There is a competitive admissions process based on:

1. Registered Nursing Program application
2. Must be 18 years of age by the start date of the first semester admitted into the program (added this bullet point)
3. HESI Admissions Exam
 - a. LPNs take the HESI LPN-ADN Entrance Exam – Minimum score of 750 recommended
 - b. Paramedics take the HESI EMS-ADN Entrance Exam – Minimum score of 650 recommended
 - c. Traditional RN students will take the HESI A2 Exam – Minimum score if 75% recommended
4. ACCUPLACER Next Generation Reading score of 252 or greater
5. Successful completion of any remedial courses (Added this bullet point)
6. Completion of all prerequisite courses with a grade of “C” or higher
7. Prerequisite courses in progress during the application period with a midterm grade of “C” or higher; conditional admission may be granted pending successful course completion with a final grade of “C” or higher
8. A minimum cumulative GPA of 2.5
9. Proof of either LPN or EMT-P license required for the LPN/Paramedic to RN program

At the time of acceptance, students will need to complete a criminal background check. Students who have previously been convicted of a crime may be restricted from certain clinical facilities and may be ineligible to take the NCLEX-RN. It is possible to complete a program of study at ASUMH and be denied

the opportunity to take the NCLEX-RN by the Arkansas State Board of Nursing. (See the Academic Programs section for more information.)

- Please review the following link pertaining to Criminal Background Checks:
<https://static.visionamp.co/rubix/20200615/cbc-68325.pdf>

- Please review the following link pertaining to Licensing restrictions based on criminal records: <https://static.visionamp.co/rubix/20200615/cbcact990of2019-57527.pdf>
Students whose primary language is not English must take the Test for English Foreign Language (TOEFL). A passing score of 540 on the paper examination, 207 for the computerized examination, or 83

on the Internet based examination is required.

After the selection process is complete, applicants will receive, by mail, notification of acceptance or denial.

(Because of 2 additions, bullet numbers have changed.)

A course description change notification was presented by Jessica Clanton for Physical Science, PHYS 1203. Develops modern concepts of matter and energy and how this development is related to the social order of which man is a part. (This course does not satisfy science certification for secondary school teachers. It is not accepted as a major requirement in a natural science field. However, elementary education majors must take this course or PHYS1204 to meet state certification requirements.) Prerequisite: MATH0143 Developmental Algebra II with a passing grade, or ACT Mathematics score of 19 or above. PHYS 1201 and PHYS 1203 may be taken in lieu of PHYS 1204.

A course description change notification was presented by Jessica Clanton for Physical Science and Lab, PHYS 1204. Develops modern concepts of matter and energy and how this development is related to the social order of which man is a part. (This course does not satisfy science certification for secondary school teachers. It is not accepted as a major requirement in a natural science field. However, elementary education majors must take this course to meet state certification requirements.) Lecture three hours, lab two hours per week. Prerequisite: MATH0143 Developmental Algebra II with a passing grade, or ACT Mathematics score of 19 or above.

The School of Business and Technology submitted a notification to answer the request of the Career Pathway/VA office that the ASLAS 2+2 in Cybersecurity be published in the catalog. Karen requested that this be published in the catalog with a note that it is the 2+2 with UCA that uses ASLAS directives.



2+2 Degree Plan Checklist
Associate of Science in Liberal Arts and Sciences
BS in Cybersecurity



Arkansas State University - Mountain Home¹
 Associate of Science in Liberal Arts and Sciences²

Possible Prerequisites			Semester	Hours	Grade
CPT	0053	Basic Math		N/C	
CPT	0103	College Writing		N/C	
CPT	0123	College Reading		N/C	
CPT	0243	Foundations of Reading and Writing		N/C	
MATH	0003	Beginning Algebra		N/C	
MATH	0103	Intermediate Algebra		N/C	

General Education Requirements (35 credit hours)

English/Communication (9 credit hours)			UCA ³	Semester	Hours	Grade
BUS	2563	Business Communications	MGMT 2301		3	
ENG	1003	Composition I	WRTG 1310		3	
ENG	1013	Composition II	WRTG 1320		3	
Mathematics (3 credit hours)			UCA	Semester	Hours	Grade
MATH	1023	College Algebra	MATH 1390		3	
Lab Sciences (8 credit hours)			UCA	Semester	Hours	Grade
BIOL	1004	Biological Science and Lab <i>(or other ASLAS Life Science with Lab)</i>	BIOL 1400		4	
PHYS	1204	Physical Science with Lab <i>(or other ASLAS Physical Science with Lab)</i>	PHYS 1400		4	
Fine Arts/Humanities (6 credit hours)			UCA	Semester	Hours	Grade
ART	2503	Choose one: Fine Arts - Visual	ART 2300		3	
MUS	2503	Fine Arts - Music	MUS 2300			
THEA	2503	Fine Arts - Theatre	THEA 2300			
ENG	2003	Choose one: World Literature to 1660	ENGL 2305		3	
ENG	2013	World Literature since 1660	ENGL 2306			
Social Sciences (9 credit hours)			UCA	Semester	Hours	Grade
POSC	1003	Introduction to International Relations	PSCI 2300		3	
POSC	2103	United States Government	PSCI 1330		3	
GEOG	2703	Choose one: World Geography	GEOG 1300		3	
PSY	2513	Introduction to Psychology	PSYC 1300			
SOC	2213	Principles of Sociology <i>(or other ASLAS Social Science)</i>	SOC 1300			

Cybersecurity Foundation (25 credit hours)

			UCA	Semester	Hours	Grade
CIS	1023	Programming Fundamentals/Logic	CSCI 1470		3	
CIS	1106	CICSO Networking I	CSCI 2335		6	
CIS	1206	CICSO Networking II	CSCI 4315		6	
CIS	1513	Object Oriented Programming	CSCI 1480		3	
CIS	2683	Computer Forensics	CSEC 3320		3	
CIS	2723	Cybersecurity Essentials	CSEC 2300		3	
		ASLAS Approved Elective			1	

Total Hours: 60⁴

Matt Franklin spoke to the Notification to update the test score chart for MATH 1023, MATH 0143, and MATH 0133 using the following information:

ACT Math		
Score	ASUMH Course	
19 or Above	MATH 1023	College Algebra
16-18	MATH 0143	Developmental Algebra II
0-15	MATH 0133	Developmental Algebra I
19 or above	MATH 1043	Quantitative Reasoning
0 – 18	MATH 0122	Quantitative Reas Supp*
17 or above	MATH 1113	Applied Math
0 – 16	MATH 0031	Applied Math Support*

ACCUPLACER Arithmetic

Classic

(Retired)

Next Generation

ASUMH Course

Score

75 or above

280 – 300

MATH 1113

Applied Math

74 or below

200 – 279

MATH 0031

Applied Math Support*

ACCUPLACER Elem Alg			
Classic			
Elementary Algebra	Next Generation		
(Retired)	Quantitative Reasoning	Course	
Score	Algebra & Statistics		
77 or above	255 – 300	MATH 1023	College Algebra
55 or above	230-254	MATH 0143	Developmental Algebra II
50 or below	200-229	MATH 0133	Developmental Algebra I
77 or above	255 – 300	MATH 1043	Quantitative Reasoning
76 or below	200 – 254	MATH 0122	Quantitative Reas Supp*
55 or above	245 – 300	MATH 1113	Applied Math
54 or below	200 – 244	MATH 0031	Applied Math Support*

The School of Business and Tech presented a notification to recommend the following updates to information related to Articulated Credit found on page 49 of the 23-24 Catalog:

Articulated Credit ASUMH and ~~eight~~ area high schools have articulated credit agreements whereby students may earn college credit for certain high school courses. To be eligible for articulated credit, students must earn at least a “C” in their high school course, enroll at ASUMH within 18 months of high school graduation, and successfully complete 12 credit hours at ASUMH. ~~Articulated credit can be applied towards 16 non-transferable degrees at ASUMH.~~ For more information, please contact the Registrar’s Office.

Laura Knox and Robert Shurley presented a proposal of notification that the Associate of Science in Education is now being offered online as well as seated, effective immediately. On our website it says we don’t offer EDU online but really, we do. This needs to be updated so it truly reflects our methods. Who updates this on the website?

An ASUMH Work Group Recommendation form was submitted to the Curriculum Committee on February 23, 2024 requesting the group complete a review of the ASUMH syllabus template twice annually to update or correct any information which has changed since the prior review. It was

pointed out that this request is handled by the Virtual Learning Coordinator and that position will be filled very soon. No further action is needed.

Meeting adjourned at 11:08 a.m.