Ms. Ruth Charnay called the meeting to order at approximately 3:05 p.m. after a quorum was reached.

**Voting members in Attendance:** Dr. Patti Buxton, Ms. Ruth Charnay (chair), Ms. Vicky Davidson, Ms. Myra Decker, Ms. Carol Heitkamper, Mr. Haifeng Ji, Dr. Thomas Jones, Mr. Steve Kamm, Mr. Paul Lewis, Ms. Pam Stout, Ms. Susan VanSchuyver, Ms. Bertha Wise.

**Absent Members:** Ms. Barbara Gowdy, Mr. Julian Hilliard, Mr. John Hockett, Dr. Marty Ludlum, Ms. Nancy Pietroforte.

**Others in Attendance:** Ms. Brenda Breeding, Professor of Biology; Dr. Jim DeChenne, Dean of Instructional Resources; Dr. Martha George, Director of Center for Learning and Teaching/Professor of Psychology; Dr. Stephanie Hayes, Professor of Psychology; Ms. Molly Henderson, Director of Cooperative Technical Education; Ms. Lezli Heyland, Respiratory Care Program Director at Francis Tuttle; Ms. Alexa Mashlan, Coordinator of Cooperative Technical Education; Ms. Peggy Newman, Professor of Physical Therapist Assistant/Program Director; Mr. Richard Rouillard, Professor of English; Mr. Max Simmons, Dean, Division of Science and Mathematics; Dr. Cecelia Yoder, Professor of Psychology; Mr. Joe Young, Instructor and Program Director of ONP at Francis Tuttle.

**Announcement:** The next meeting is November 11, 2004.

- Susan VanSchuyver made the motion to approve the October 21, 2004 Curriculum Committee minutes as amended.

  **Due to a lack of information, the following proposals were withdrawn (not tabled) by the presenters**

  - AS degree program in Mathematics, on pages 1-7
  - the wording in course change on page 13
  - the modification of the course, Math 0123 Intermediate Algebra, on page 14
  - AS degree program in Pre-Education on pages 27-32

  Paul Lewis seconded the motion. The motion was approved unanimously.

**Curriculum Proposal (AAS Degree in Biology/PTA) from the Health Professions and Science and Mathematics Divisions – Ms. Brenda Breeding, Professor of Biology; Ms. Peggy Newman, Professor of Physical Therapist Assistant/Program Director; Mr. Max Simmons, Dean, Division of Science & Mathematics – Presenters**

- Pam Stout made the motion to approve the addition of the course, **BIO 2102 Clinical Anatomy**, on pages 4 and 5 as amended.
Item 5 should read:

a. Writing: ( ) None ( ) Assessment (X) Prerequisite
b. Math: ( ) None (X) Assessment ( ) Prerequisite

Course Description should read:

**Students will increase their** knowledge of human anatomy in the areas of bones, muscles, and nerves as related to the areas of occupational and physical therapy. Models and prosected cadavers will be utilized to strengthen student understanding of these systems.

(Prerequisite or Corequisite if needed)

Permission of the instructor and

- Bio 1314, Anatomy and Physiology I
- And recommendation by PTA or OTA program faculty at OKCCC

Bertha Wise seconded the motion. The motion was approved unanimously.

Curriculum Proposal (AA and AAS Degrees in Psychology) from the Social Sciences Division – Dr. Cecelia Yoder, Professor of Psychology – Presenter

- Bertha Wise made the motion to approve the modification of the AA degree program in Psychology from the revised handout as amended.
  
  From the 4th page, ENGL 1113 should read: English Composition I
  HIST 1493 should read: U.S. History since the Civil War

  From the 5th page, ENGL 1213 should read: **English Composition II**

  From the 6th page, Support Courses should read: Selected from AHP, ART, BIO, CHEM, CD, DOM, CS, HIST, HUM, GER, **ENGL 2003 or higher**, MATH, MGMT, MU, PHIL, PHYS, POLSC, PSY, SOC and any foreign language course.

Steve Kamm seconded the motion. The motion was approved unanimously.

- Pam Stout made the motion to approve the modification of the course, **PSY 2743 Social Psychology**, from the revised handout.

  Susan VanSchuyver seconded the motion. The motion was approved unanimously.

Curriculum Proposal (AA Degree in Liberal Studies) from the Arts and Humanities Division – Mr. Richard Rouillard, Professor of English – Presenter

Richard Rouillard presented a proposal requesting the approval of an electronic media program to be offered at OKCCC. The committee had a lengthy discussion in expressing mixed concerns about students completing their own online work versus someone else completing the work for them.
Consensus was that item “I” does not address how this program will ensure integrity of student work and therefore credibility of degrees and credits awarded, and that this issue merits further consideration.

- Patti Buxton made the motion to recommend that OKCCC offer an electronic media program in **Liberal Studies** with a clarification on item “I”.

  Vicky Davidson seconded the motion. Three opposed. Nine voted in favor. The motion was approved.

The wording to items “D”, “I” and “J” will be revised.

**Curriculum Proposal (AAS Degree in Respiratory Care Therapist) from the Health Professions Division – Ms. Molly Henderson, Director of Cooperative Technical Program; Ms. Lezli Heyland, Respiratory Care Program Director at Francis Tuttle - Presenters**

- Steve Kamm made the motion to approve the modification of the AAS degree program in **Respiratory Care Therapist** on pages 26-30 of the revised handout as amended.

  From page 28:
  PS should read: **POLSC**

  Pam Stout seconded the motion. The motion was approved unanimously.

- Steve Kamm made the motion to approve the modification of the course, **RC 2212 Pulmonary Function Testing and Bronchoscopy**, on page 31 of the revised handout as amended.

  Item 5 should read:
  a. Writing: ( ) None  ( ) Assessment  (X) Prerequisite
  b. Math:      ( ) None  (X) Assessment ( ) Prerequisite

  The fourth sentence in Course Description should read:
  The student will also develop a basic **understanding** of the concepts of ….

(Prerequisite)
(R) (W) (M), **RC 1124, and RC 1312 or Permission of Instructor**

  Susan VanSchuyver seconded the motion. The motion was approved unanimously.

- Pam Stout made the motion to approve the modification of the course, **RC 2312 Clinical Experience I**, on page 32 of the revised handout as amended.

  Item 5 should read:
  a. Writing: ( ) None  ( ) Assessment  (X) Prerequisite
  b. Math:      ( ) None  (X) Assessment ( ) Prerequisite

  Haifeng Ji seconded the motion. The motion was approved unanimously.
Carol Heitkamper made the motion to approve the modification of the course, **RC 2512 Respiratory Therapy Seminar**, on page 33 of the revised handout as amended.

Item 5 should read:

<table>
<thead>
<tr>
<th></th>
<th>Writing</th>
<th>Math</th>
</tr>
</thead>
<tbody>
<tr>
<td>a.</td>
<td>( ) None</td>
<td>(X) Assessment</td>
</tr>
<tr>
<td>b.</td>
<td>( ) None</td>
<td>(X) Assessment</td>
</tr>
</tbody>
</table>

(Prerequisite)

(R) (W) (M), RC 1142, RC 1312, and RC 1253 or Permission of Instructor

Patti Buxton seconded the motion. The motion was approved unanimously.

**Other**

The Committee suggested scheduling a final meeting in the Spring to discuss special curriculum committee topics such as computer proficiency and electronic degree program, along with others suggested topics.

The meeting adjourned at approximately 4:42 p.m.