Curriculum, Instruction, and Student Services Committee

December 7, 2016

4:00 – 5:00 p.m.

Hampton Campus, Harrison Hall, Room 9

Attendees:

Elizabeth Tai, Christine Gergely, Bob Harper, Joyce Jarrett, John McMillian

College Staff: Chuck Swaim, Christy Hawkins, Paul Long, Seyed Akhavi, Stu Harris

Mrs. Tai called the Curriculum, Instruction, and Student Services Committee meeting to order at: 4:05. A quorum was established.

The CISS meeting minutes from September 28, 2016 were presented. No changes were suggested. Dr. Jarrett made a motion to approve the minutes as presented and it was seconded by Mrs. Tai. The minutes were approved unanimously.

Mrs. Tai asked Dr. Swaim to walk the committee through the numerous curricular items on the agenda.

* New program: Career Studies Certificate in Precision Machining Computer Numerical Control (CNC) Technology

As an introduction to the Machining CSCs, Dr. Swaim presented a brief video from Mr. David Kilgore, Plant Manager at Continental Automotive Group (AG). In the video Mr. Kilgore expresses his and Continental AG’s full partnership and support for the proposed Machining program. The video will be presented at the full board meeting.

Mr. Stu Harris was introduced and he described the relationship between industry, Continental AG and Thomas Nelson. Mr. Jarrett stated that it was great to see the promotion and partnership between industry and the College.

Dean Seyed Akhavi presented the curricular points and thanked Stu Harris for his leadership. A brief discussion occurred on the future promotion of the partnership and program including whether classes will be offered during the day and/or evening. Seyed shared that we will be starting with a daytime cohort model, but that as the program grows that there will be opportunities for evening and dual enrollment too.

**RECOMMENDED ACTION:** The Thomas Nelson Community College Board approves the Career Studies Certificate in Precision Machining Computer Numerical Control (CNC) Technology, as presented.

Mrs. Gergely made a motion to approve the program and Mr. Harper seconded it. The motion carried unanimously.

* New program: Career Studies Certificate in Advanced Precision Machining Computer Numerical Control (CNC) Technology

**RECOMMENDED ACTION:** The Thomas Nelson Community College Board approves the Career Studies Certificate in Advanced Precision Machining Computer Numerical Control (CNC) Technology, as presented.

No Discussion.

Dr. Jarrett made a motion to approve the program and Mrs. Gergely seconded it. The motion carried unanimously.

* Program name change: Career Studies Certificate in Cybersecurity to become Cybersecurity for Enterprises

Dr. Swaim provided the history of the current cybersecurity offerings at Thomas Nelson and described the next steps regarding obtaining the Center of Excellence (CAE2Y) designation. Since the College is going to offer a second CSC in cybersecurity, a name change is needed for the current certificate to differentiate the two. Since a program name change approval requires local board action, this is being brought before the committee. For information purposes, this CSC also contained a hidden prerequisite (explanation of this was provided), and so the committee is also seeing the curricular changes at this time.

**RECOMMENDED ACTION:** The Thomas Nelson Community College Board approves the Career Studies Certificate in Cybersecurity with the name change to Cybersecurity for Enterprises, as presented.

Dr. Jarrett made a motion to approve the program and Mr. Harper seconded it. The motion carried unanimously.

* New program: Career Studies Certificate in Cybersecurity for Local Area Networks (LAN)

Dr. Swaim provided the additional background on the need for a short duration CSC in cybersecurity, which is why the next CSC is being proposed. This CSC will also support the current Department of Labor grant that includes mechatronics and Machining. Beginning next fall, this CSC will form the basis for dual enrollment cybersecurity in Hampton City Schools. It is envisioned that other school divisions will also be interested in this program. This CSC is a subset of the longer duration CSC Cybersecurity for Enterprises and consists of the first three courses in that sequence. This is known as a stackable credential.

**RECOMMENDED ACTION:** The Thomas Nelson Community College Board approves the Career Studies Certificate in Cybersecurity for Local Area Networks (LAN), as presented.

Mrs. Gergely made a motion to approve the program and Mr. Harper seconded it. The motion carried unanimously.

The floor was turned over to Dean Christy Hawkins and Mr. Paul Long for detailed information regarding the name changes and discontinuation of CSCs in the Emergency Medical Services (EMS) and Fire Science areas. All of these are intended to refresh the program and get it properly aligned with national standards.

* Program name change: Career Studies Certificate in Emergency Medical Services - Paramedic to become Emergency Medical Services – Intermediate to Paramedic

**RECOMMENDED ACTION:** The Thomas Nelson Community College Board approves the Career Studies Certificate in Emergency Medical Services - Paramedic with the name change to Emergency Medical Services – Intermediate to Paramedic, as presented.

Hawkins – a bridge program to make current professionals to paramedic

Long -

Dr. Jarrett made a motion to approve the program and Mr. Harper seconded it. The motion carried unanimously.

* Program discontinuation: Career Studies Certificate in Emergency Medical Services – Intermediate

Dean Hawkins explained about how the Intermediate Certification is being dismantled at a national and state level.

**RECOMMENDED ACTION:** The Thomas Nelson Community College Board approves the discontinuation of the Career Studies Certificate in Emergency Medical Services - Intermediate, as presented.

Mr. Harper made a motion to approve the program and Dr. Jarrett seconded it. The motion carried unanimously.

* Program name change: Career Studies Certificate in Fire Science to become Fire Science and Emergency Medical Services Leadership

Dean Hawkins explained the history of the program and evolution to this point for the name change.

**RECOMMENDED ACTION:** The Thomas Nelson Community College Board approves the Career Studies Certificate in Fire Science with the name change to Fire Science and Emergency Medical Services Leadership, as presented.

Mrs. Geregly made a motion to approve the program and Mr. Harper seconded it. The motion carried unanimously.

**Information Items**

* Dr. Swaim informed the committee of the details for the transition plan with Dr. Susan English who will be joining the College on January 3, 2017 as the new Vice President for Academic Affairs. He stated it has been a real pleasure to work with this committee and the College Board and he appreciated all of the help and support during the past six months.

The meeting was adjourned at 5:06 pm.

Resource Person:  Charles B. Swaim, Ed.D. Interim Vice President for Academic Affairs, (757) 825-2952, swaimc@tncc.edu