

# CCRI CURRICULUM REVIEW COMMITTEE MEETING

March 1, 2024 2:00-4:00 PM

Knight Campus, Board Room 4090

Zoom: <https://ccri.zoom.us/j/94475982437?pwd=SmVsOVBHd1lvdnpFc1VOSUp2b3VFdz09&from=addon>

## MINUTES

### 1. CALL TO ORDER

---

Chairperson Stargard called the meeting to order at 02:03 PM.

---

### 2. ROLL CALL

### 3. APPROVAL OF MINUTES

---

Motion to Approve: John Mowry, 2<sup>nd</sup> Basile Panoutsopoulos

The committee voted 8 to 0, with 0 abstention to **APPROVE** the minutes from the December 1 and December 8, 2023 Curriculum Review Committee Meeting.

---

### 4. NON-ACTION/ANNOUNCEMENTS

### 5. ACTION/VOTING ITEMS

#### NON-ACTION/ANNOUNCEMENTS

The February 2, 2024 CRC meeting was not conducted due to not achieving a quorum. The voting items on the agenda for that meeting have been added to the March 1, 2024 CRC agenda.

Edits were made to the General Education requirements on the three Communication proposals after their approval at the December 1, 2023 CRC meeting because the distribution requirements were not correct. These edits were made by the Communication and Media Chair and approved by the Dean of AHSS, the CRC Chair, and the VPAA.

#### DEPARTMENT ANNOUNCEMENTS

The Allied and Rehabilitative Health department is announcing that the following courses are work-based learning:

1. DMSD 2241	General Ultrasound Practicum I	3 credits
2. DMSD 2242	General Ultrasound Practicum II	3 credits
3. DMSD 2243	General Ultrasound Practicum III	3 credits
4. DMSD 2253	Vascular Practicum I	3 credits
5. DMSD 2254	Vascular Practicum II	3 credits
6. DMSD 2255	Vascular Practicum III	3 credits
7. DMSD 2263	Echocardiography Practicum I	3 credits
8. DMSD 2264	Echocardiography Practicum II	3 credits
9. DMSD 2265	Echocardiography Practicum III	3 credits
10. MLTC 1930	Phlebotomy for Medical Laboratory Technicians	1 credit
11. MLTC 1940	Clinical Immunohematology	3 credits
12. MLTC 1950	Clinical Urinalysis	1 credit

13. XRAY 1010	Clinical Radiography	3 credits
14. XRAY 1910	Radiography I	6 credits
15. XRAY 1920	Radiography II	6 credits
16. XRAY 1930	Radiography III	6 credits
17. XRAY 2910	Radiography IV	7 credits
18. XRAY 2920	Radiography V	4 credits
19. RESP 1800	Clinical Practicum I	1 credit
20. RESP 2800	Clinical Practicum II	2 credits
21. RESP 2810	Clinical Practicum III	4 credits
22. RESP 2820	Clinical Practicum IV	3 credits

The Human Services department is announcing that the following course is work-based learning:

1. HMNS 1200	Practicum I – Service Learning	5 credits
2. HMNS 1220	Field Experience and Seminar I – Education/Special Needs	3 credits

The Nursing department is announcing that the following courses are work-based learning:

1. NURP 1010	Practical Nursing 1	7 credits
2. NURP 1020	Practical Nursing 2	9 credits
3. NURP 1030	Practical Nursing 3	10 credits
4. NURS 1010	Fundamentals of Nursing	7 credits
5. NURS 1020	Medical Surgical Nursing 1	6 credits
6. NURS 1023	Mental Health Nursing	3 credits
7. NURS 2040	Medical/Surgical Nursing II	5 credits
8. NURS 2050	Maternal and Child Health Nursing	6 credits

### ACTION/VOTING ITEMS

\*Please note - The following are *March 2024* Curriculum Review Committee Meeting items:

#### **Revised Course Proposal: Mental Health First Aid**

HMNS 1161, 1 credit

Originators: Walter Orellana

#### **RATIONALE:**

n/a

#### **CATALOG DESCRIPTION:**

Students will complete the necessary requirements to become certified as a mental health first aider which includes a minimum of eight hours of specific content as required by the National Council for Mental Wellbeing. In this course, students will focus on recognizing the patterns of thoughts, feelings, behaviors, and appearance that shows there might be a mental health challenge taking place. In addition, students will learn the difference between early warning signs, worsening signs, crisis, and trauma. Students will apply the Mental Health First Aider Action Plan and develop appropriate self-care methods necessary to engage in following assisting a person in crisis.

---

Motion to Approve: John Mowry, 2<sup>nd</sup> Cynthia Johnson

Sandra Sneesby noticed that the proposal is missing the department vote, so the question was raised on whether there should there be a vote if something is missing from the proposal.

Mark England made a motion to table this vote, second Cynthia Johnson.

Motion to table the proposal until April 2024 CRC meeting: Mark England, 2<sup>nd</sup> Cynthia Johnson

The committee voted 6 to 2, with 0 abstentions to **TABLE** the proposal.

---

**Revised Program Proposal: Practical Nursing - Diploma**

**DPN\_NURP, 46 credits**

**Originators: Brea Carson**

**RATIONALE:**

To create a smoother transition from the LPN to the RN program, as well as create a stronger science background for the LPN students.

**CATALOG DESCRIPTION:**

Students who complete the Practical Nursing course of study receive a diploma and are eligible to take the examination for licensure as a Practical Nurse (NCLEX-PN). Students who complete first semester classes of the Practical Nurse program are eligible to take the examination to become a certified nursing assistant (CNA).

---

Motion to Approve: Cynthia Johnson, 2<sup>nd</sup> John Mowry

The committee voted 8 to 0, with 0 abstentions to **APPROVE** the proposal.

---

**Revised Program Proposal: Court Reporting Certificate**

**CRPT, 21 credits**

**Originators: Maria Coclin**

**RATIONALE:**

The Court Reporting Certificate Program is being streamlined. It originally included ten courses / 30 credits. Our two advisors who are employed as Court Reporters suggested we eliminate these three courses: CRPT-1010-Legal Terminology, MEDL-2350-Medical Terminology, and CRPT-1150-Court Reporting Procedures.

The Legal Terminology and Medical Terminology courses are too in-depth, covering many topics extensively. Legal Terminology will be deleted from the college's course inventory. Medical Terminology will be deleted from the Court Reporting Program, but it will continue to exist because it is included in the Medical Insurance Billing Certificate (MIBC).

The Court Reporting Procedures course is being eliminated because it delves into freelance and official courtroom procedures, proper dress, professionalism, behavior in the courtroom, and how to interact with others in the courtroom (judges, witnesses, etc.). It is a course more oriented toward professional decorum rather than the actual duties of a Court Reporter. Additionally, topics relating specifically to court reporting are included in the other Court Reporting courses.

**CATALOG DESCRIPTION:**

Court Reporters are responsible for producing a verbatim record of various legal matters, including courtroom proceedings, depositions, and administrative hearings for judges, lawyers, and litigants. Students will learn to

transcribe dictation using Case CATalyst® Software, be proficient in grammar, punctuation, spelling, vocabulary, proofreading, and editing as well as medical and legal terminology. Students will be able to take dictation at speeds of up to 225 words per minute on a stenograph machine with 95 percent accuracy. After attaining a certificate in court reporting, students will be qualified to sit for and pass both their state and national certifications.

---

Motion to Approve: Mark England, 2<sup>nd</sup> Basile Panoutsopoulos  
The committee voted 8 to 0, with 0 abstentions to **APPROVE** the proposal.

---

**Revised Program Proposal: Cybersecurity – Associate in Science**  
**AS\_CYBR, 61-62 credits**  
**Originators: Kevin Crawford**

**RATIONALE:**

To modify the program outcomes to the new NSA KUs. Also, to make a course adjustment to match the new KUs.

**CATALOG DESCRIPTION:**

The Cybersecurity program is designed to provide students with a strong foundation in the principles and methods of cybersecurity, as well as the fundamental knowledge and tools for applying security measures across a variety of network architectures and settings. In addition to serving as a strong foundation for pursuing a bachelor's degree in cybersecurity, this associate degree program will provide the educational background and hands-on training necessary to prepare students for entry into the cybersecurity sector. The curriculum includes a combination of general education, computer science, and network technology courses to provide students with the knowledge, skills, and training necessary for a successful transition into a career in security, and to meet National Security Agency (NSA) and Centers of Academic Excellence (CAE) core foundational content and standards.

---

Motion to Approve: Cynthia Johnson, 2<sup>nd</sup> John Mowry  
The committee voted 8 to 0, with 0 abstentions to **APPROVE** the proposal.

---

**Revised Course Proposal: Defending External Threats**  
**CYBR 1100, 3 credits**  
**Originators: Kevin Crawford**

**RATIONALE:**

This was a request to match the NSA standards and to help with transferability. • A new focus on sustainable food production and harvest will provide an additional course offering for students in the Environment, Sustainability, and Management Pathway &/or Degree program.

**CATALOG DESCRIPTION:**

This course focuses on techniques, considered preventative in nature, which are used to manage and protect networking devices from external attacks. This course utilizes hands-on virtual labs which allow students to examine sophisticated devices such as Adaptive Security Appliance (ASA) firewalls and to explore how these devices may be used to control access to resources. We will also explore methods to test, audit, and analyze the outcomes of a cyber-attack.

---

Motion to Approve: John Mowry, 2<sup>nd</sup> Basile Panoutsopoulos  
The committee voted 8 to 0, with 0 abstentions to **APPROVE** the proposal.

---

**Revised Course Proposal: Defending Internal Threats**  
**CYBR 1200, 3 credits**  
**Originators: Kevin Crawford**

**RATIONALE:**

This was a request to match the NSA standards and to help with transferability.

**CATALOG DESCRIPTION:**

This course focuses on techniques, considered preventative in nature, which are used to manage and protect networking devices from internal attacks. This course utilizes hands-on virtual labs which allow students to examine sophisticated devices such as Adaptive Security Appliance (ASA) firewalls and to explore how these devices may be used to control access to resources. We will also explore methods to test, audit, and analyze the outcomes of a cyber-attack.

---

Motion to Approve: Kathy Blessing, 2<sup>nd</sup> Mark England  
The committee voted 8 to 0, with 0 abstentions to **APPROVE** the proposal.

---

\*\*Note - The following are *February 2024* Curriculum Review Committee Meeting items:

**Revised Course Proposal: Microcomputer Keyboarding**  
**OFTD 1120, 3 credits**  
**Originators: Cheryl Amantea, Candace Grist**

**RATIONALE:**

Proposed changes to the course:

1. Update the Catalog Description to allow for in-person and online opportunities for students to complete the course. By offering two methods of course delivery, students who may need additional assistance can enroll in the in-person course, while allowing other students the chance to complete their work online.
2. Change the number of hours from 4 hours Lecture, 1-hour Lab to 3 hours Lecture only. With the elimination of the lab portion of the course, the one-hour lab is no longer required for the course.
3. Removed the formatting portion of the course. Emphasis is placed on learning proper technique, accuracy, and speed. Formatting and document development are covered in other courses as required.

---

Motion to Amend the Proposal: Cynthia Johnson, 2<sup>nd</sup> Mark England.  
A sentence will be added to CIM, regarding formatting documents.  
Motion to Approve: Kathy Blessing, 2<sup>nd</sup> John Mowry  
The committee voted 8 to 0, with 0 abstentions to **APPROVE** the proposal

---

**Revised Course Proposal: Introduction to Permaculture**  
**BIOL 1060, 4 credits**  
**Originators: Jean Billerbeck**

**RATIONALE:**

- Permaculture will broaden the course content from the monoculture of aquatic organisms to the polyculture of plants, animals, algae, and fungi in ecosystems containing both terrestrial and aquatic environments.
- A new focus on sustainable food production and harvest will provide an additional course offering for students in the Environment, Sustainability, and Management Pathway &/or Degree program.

**CATALOG DESCRIPTION:**

This course introduces the applied science of permaculture: the management of sustainable ecosystems to provide reliable products and services for humans. Permaculture helps secure food systems, decrease resource consumption, reduce waste, revitalize soils, conserve biodiversity, and promote human health. Topics include biology of select animals, plants, algae, & fungi; terrestrial and aquatic community and ecosystem ecology; and core methods of sustainable polyculture. For the lab, with instructor guidance, students design, conduct, and present permaculture field projects.

---

Jean Billerbeck is OK with adding minor wording changes to the SLO's in CIM, and will do so right after the meeting.

Motion to Approve: John Mowry, 2<sup>nd</sup> Basile Panoutsopoulos

The committee voted 7 to 0, with 0 abstentions to **APPROVE** the proposal

---

**Course Reactivation Proposal: Statistical Analysis II****MATH 1241, 3 credits****Originators: Soudabeh Valicenti, Jason Stockford****RATIONALE:**

There is significant demand for a second level statistics course at our sister institutions, especially for Business students. Recently, faculty from RIC reached out to the Math Department Chair and asked if we could make some modifications to Math 1241 so that it would more seamlessly transfer to RIC as MGT 249. It should be noted that Math 1241 has also mapped to BAI 212 at URI in previous articulation agreements. At CCRI, we have not offered Math 1241 (Formerly 1560) in the last 10+ years. We now have the opportunity to revamp the course and direct it to students in the "2 plus 2" transfer program. It should be noted that these changes do not completely re-write Math 1241 but put more emphasis on applications from business and industry.

**CATALOG DESCRIPTION:**

This course builds upon the foundation developed in Math 1240 with an emphasis on problems encountered in business. Topics include a review of probability, a comprehensive look at hypothesis testing, regression analysis, and modeling. Students will be expected to utilize a statistical package, such as Excel, to complete some assignments. A culminating project using data from industry rounds out the course.

---

Motion to Approve: John Mowry, 2<sup>nd</sup> Basile Panoutsopoulos

The committee voted 7 to 0, with 0 abstentions to **APPROVE** the proposal.

---

**Revised Course Proposal: Computer Numerical Control (CNC) Practicum/Capstone****ETCN 2500, 4 credits****Originators: D. Matthew Rieger, Ray Ankrom**

**RATIONALE:**

The credit distribution was rearranged to align with NECHE standards

**CATALOG DESCRIPTION:**

This course gives students an opportunity to apply knowledge and skills learned in the CNC certificate program in an industrial setting. Students spend 140 hours in a manufacturing environment setting up and operating CNC machine tools under the guidance of full-time employees. This class also has a two-hour meeting requirement which is used to develop a portfolio outlining the types of working experiences acquired in the practicum. Students keep a working journal during the semester which will be used to assist in building their portfolio to chronicle their experience in order to address any problems or concerns that may arise. The Engineering Department provides assistance in matching students in practicum settings.

---

Matthew Rieger needs to make a few changes to grammar and to class time (lecture time from one hour to 50 mins and 9 hours 50 mins instead of 10 hours).

Motion to Approve: Mark England, 2<sup>nd</sup> John Mowry

The committee voted 7 to 0, with 0 abstentions to **APPROVE** the proposal.

---

**Revised Course Proposal: Introduction to Oceanography**

**OCEN 1010, 4 credits**

**Originators: D. Matthew Rieger**

**RATIONALE:**

This course is being modified to include the lab which is currently a separate course, OCEN 1030. This would bring the course into alignment with our other general education science courses which include both lecture and lab, such as GEOL 1010 & 1020, ASTR 1010 & 1020, and PHYS 1000. OCEN 1030 would be removed from the catalog.

This would also remove the confusion that sometimes arises when students enroll in OCEN 1010 alone, not knowing that they need to also enroll in OCEN 1030 in order to fulfill the lab science gen ed requirement.

**CATALOG DESCRIPTION:**

This course is a study of the marine environment. It focuses on the interdisciplinary nature of oceanography by exploring the principles of geological, physical, chemical, and biological oceanography. Topics include the origin of oceans; the composition and history of seawater; oceanic currents, tides, and waves; coastlines and coastal processes; the sea floor; plant and animal life; oceanic resources; marine pollution; and the causes and consequences of climate change as related to the oceanic environment. The lab component of the course includes exercises that explore the content of the lecture in more detail through data and specimen analysis.

---

Motion to Approve: Mark England, 2<sup>nd</sup> Basile Panoutsopoulos

The committee voted 6 to 0, with 1 abstention to **APPROVE** the proposal.

---

**Revised Course Proposal: General Physics I**

**PHYS 1030, 4 credits**

**Originators: D. Matthew Rieger**

**RATIONALE:**

This course is being revised to include a math co-requisite or minimum Accuplacer score. Also, the course's General Education abilities are being updated.

**CATALOG DESCRIPTION:**

This is an algebra and trigonometry-based physics course that covers topics and experiments in mechanics, gravity, fluids, and thermal physics. This course includes a one-hour recitation. Completion of this course satisfies one laboratory science requirement in the liberal arts and general students programs.

---

Motion to Approve: John Mowry, 2<sup>nd</sup> Cynthia Johnson  
The committee voted 6 to 0, with 1 abstention to **APPROVE** the proposal.

---

**Revised Course Proposal: General Physics II**  
**PHYS 1040, 4 credits**  
**Originators: D. Matthew Rieger, Melissa Lancellotta**

**RATIONALE:**

This course is being revised to update the course SLOs and to add the recitation hour.

**CATALOG DESCRIPTION:**

This is an algebra and trigonometry-based physics course that covers topics and experiments in acoustics, electricity, magnetism, electromagnetism, and optics.

---

Motion to Approve: John Mowry 2<sup>nd</sup> Kathy Blessing  
The committee voted 6 to 0, with 1 abstention to **APPROVE** the proposal.

---

---

Motion to Adjourn: Cynthia Johnson, 2<sup>nd</sup> John Mowry  
The committee voted 7 to 0, with 0 abstentions to **ADJOURN** at 16:04pm.

---