

North Florida College
Faculty Senate Meeting
September 14, 2022 11:00 am
Building 6, Room 101

Call to order

President Jay Welch called the meeting to order at 11:00 am

Members present

Glenn Bryce, Carol Burkart, Denise Callaway, Anna Doughty, David Dunkle, Bill Eustace, Michelle Ginn, Laura Hanna, Daniel Harris, Guenter Maresch, Manoharan Mariappan, Paula McCullers, Greg Molnar, David Palomino, David Paulk, Hillary Ring, Kathy Spence, Kristin Summers, Phillip Taylor, Lisa Thompson, Jay Welch, Karen Hiers, Jamen Brock, Philip Wilkerson, and Lynn Wyche.

1. Approval of minutes

Minutes from April 20, 2022, meeting approved by show of hands.

2. Old Business

No Old Business was discussed.

3. New Business

- a) **Dual Enrollment Changes (and IT Questions)** – President John Grosskopf presented information on the current status of Dual Enrollment and potential changes in procedures and instruction from the State of Florida. President Grosskopf requested Faculty work together to standardize General Education requirements and Student Learning Outcomes in an effort “to protect NFC academic quality”.

President Grosskopf presented information on the current status of NFC IT and answered questions.

- b) **Assessment Committee** – Jennifer Page presented information regarding Board Policies 2.47 and 2.48 (see attached). Ms. Page requested the Faculty Senate create a curriculum sub-committee comprised of representatives from each of the General Education areas.

Jennifer Page discussed each course master syllabus will be updated yearly to reflect academic standards.

A motion to create a curriculum sub-committee comprised of at least 1 representative from each of the General Education subject areas was made, seconded and approved by show of hands.

- c) **D2L User Experience** – Jennifer Page discussed the learning management user experience and advised the D2L Committee will work on this issue.
- d) **CTE Program Changes** – David Dunkle presented information regarding potential Career & Technical Education programs for 2023 SY. Motion to approve the proposed programs for submission to SACSCOC was made, seconded and approved by show of hands. (see attached CTE Programs)
- e) **Semester Start Info Request** – Due to time constraints, this item was tabled by Jay Welch for the next Faculty Senate Meeting in October.

4. Adjournment

Meeting adjourned at 11:46 am. Next meeting will be held on October 19, 2022.

Minutes submitted by: Denise Callaway

Faculty Senate Meeting Agenda

11:00am 9/14/22

1) Approval of Minutes

2) Old Business

3) New Business

A) Dual Enrollment changes (& IT questions)– Pres. Grosskopf

B) Assessment Committee – Jennifer Page

C) D2L user experience – Jennifer Page

D) CTE Program changes – David Dunkle

E) Semester start info requests – Danny Harris

NORTH FLORIDA COMMUNITY COLLEGE POLICY MANUAL

Title: Academic Affairs: Curriculum Quality Assurance **Number:** 2.47

Authority: 2003 Florida Statutes: 1001.64; 1001.65

Date Adopted: 1998
Date Revised: February 17, 2004

OPR: Chief Academic Officer

POLICY:

The President is directed to provide for the following within the organizational structure and procedures of the College:

- A) A constant evaluation of the characteristics and needs of the community and students.
- B) A constant evaluation of program quality, learning outcomes, and program effectiveness evidenced in the College programs and courses.
- C) Systematic revision of the curriculum based on the results of these evaluations.

An annual report to the District Board of Trustees shall be offered by the President through the Office of the Chief Academic Officer.

NORTH FLORIDA COMMUNITY COLLEGE POLICY MANUAL

Title: Academic Affairs: Curriculum Processes **Number:** 2.48
Authority: 2003 Florida Statutes: 1001.64; 1001.65
Date Adopted: 1998
Date Revised: February 17, 2004
OPR: Chief Academic Officer

POLICY:

The College curriculum development and review process shall be in accordance with all of the following:

1. Establishment and maintenance of a curriculum committee and its membership in a manner that is mutually agreeable to the College administration and the faculty senate.
2. Establishment of prerequisites, co-requisites, advisory statements for students on recommended preparation, and course enrollment caps for each course.
3. Establishment of a regular review of program curricula to include evaluation of course alignment with program purposes, recommendations for deletions and additions of courses, program viability, staffing recommendations, and any other activity pertinent to assessment of program effectiveness. Recommendations from program reviews are made to the Chief Academic Officer.
4. Compliance with applicable Florida Statutes, State Board of Education rules, and Southern Association of Colleges and Schools Commission on Colleges standards and core requirements.

Career Technical Education programs for 2023 SY

Emergency Medical Responder (190 clock hours): This program prepares individuals to provide initial care to sick or injured persons. The Emergency Medical Responder is the first to arrive at the scene of an injury but does not have the primary responsibility for treating and transporting the injured person(s). Emergency Medical Responders may include law enforcement, lifeguard, fire services or basic life support non-licensed personnel who act as part of an organized emergency medical services team. We are looking at this program strictly for DE opportunities.

Industrial Machinery Maintenance 1 (750 clock hours): This program prepares students for entry into the Industrial Machinery Maintenance and Repair industry. Students study workplace safety and organization, electricity and electronics, proper use of hand and power tools, read and interpret plans and drawings, perform measuring and layout operations, troubleshooting skills and techniques, rigging, installation of drive components, troubleshoot pneumatic and fluid-drive systems, welding and cutting operations, machinery installation and removal, conveyor maintenance, machine shop operations, piping and tubing systems, pump maintenance and repair, industrial pollution control systems, boilers, and internal combustion engines.

Industrial Machinery Maintenance 2 (600 clock hours): Students study predictive-preventive-maintenance planning, maintain and troubleshoot hydraulic and robotic systems, machinery startup, vibration analysis, machinery balancing, failure analysis, rotating equipment, and machine improvement.

Machining Technologies (1500 clock hours): Students study workplace safety and organization, job-related mathematics, blueprint information, measuring operations, benchwork skills, manufacturing processes and systems, generating and interpreting computer-aided design drawings, precision measurement, sharpening tools, operating power saws, pedestal grinders, drill presses, quality control and inspection methods, plan machining operations using a lathe and mill, use CAD/CAM processes for lathe and milling operations, and set-up and program a CNC machine for lathe and milling operations

Welding Technology (1050 clock hours): Students study workplace safety and organization, metals identification, interpretation of welding symbols, oxyfuel gas cutting practices. plasma arc cutting principles, shielded metal arc welding (SMAW), Gas Metal Arc Welding (GMAW), Flux-Core Arc Welding (FCAW), Gas Tungsten Arc Welding (GTAW), and a basic understanding of pipe welding.

Welding Technology-Advanced (750 clock hours): Students study intermediate and advanced Shielded Metal Arc Welding (SMAW) Class-B Pipe Welder, pipe fitting fabrication techniques, and advanced Gas Tungsten Arc Welding (GTAW) skills.

Child Care Center Management Specialization CCC (12 credit hours): The purpose of this program is to prepare students as childcare administrators with the knowledge and skills to effectively manage a quality childcare program or to provide supplementary training for persons previously or currently employed in these occupations.

Preschool Specialization CCC (12 credit hours): The purpose of this program is to prepare students as early childhood education caregivers with a preschool specialization or to provide supplementary training for persons previously or currently employed in these occupations.

The content includes but is not limited to growth and development, early childhood education; establishing and maintaining a safe, clean, healthy, learning environment; guidance techniques and classroom management; communication; identification of child abuse and neglect; implementation of rules and regulations; nutrition; family interaction; legal and professional responsibilities; and employability skills. Programs prepare individuals to assume major care giving and educational responsibilities within home or center-based programs for preschool children.