June 16, 2017

M E M O R A N D U M

TO: **Lenore Rodicio**

FROM: **Julie Alexander**

All curriculum items included in this report were presented and discussed at the June 13, 2017, College CASSC meeting. Approval of curriculum items is for offering at all campuses and centers, all off campus sites, at Honors level and through Distance Education.

Curriculum Requiring Approval

1. **School of Business**
    - **New Program**
      Program Title: Digital Marketing Management
      Degree Type: College Credit Certificate (CCC)
      Program Length: 12 Credit Hours
      Effective Date: May 2018
      Affected Campus(es): North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

      Administrator(s):   Alicia Giovinazzo/Sarah Tuskey
      Faculty: Ruth Barrow

      Motion 1:   **The School of Business is proposing the development of a twelve (12) credit hour College Credit Certificate (CCC) in Digital Marketing Management.**

      Add New Courses

      Motion 2:   **The School of Business is proposing the development of two (2) new courses for the proposed College Credit Certificate (CCC) in Digital Marketing Management.**

Course	*Title*	*Credits*
MAR2101	Social Media Marketing	3.0
MAR2952	Digital Marketing Capstone	3.0

- **Existing Course Modification**

Effective Date:	August 2017
Affected Campus(es):	North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.
Administrator(s):	Alicia Giovinazzo/Ana Cruz
Faculty:	Marie Loubeau

Motion 3: ==The School of Business is proposing a letter grade of "C" or higher for successful completion for each of the upper division BAS in Supervision & Management business courses.==

Course	*Title*	*Credits*
FIN3400	Finance for Non-Financial Managers	3.00
FIN4303	Financial Markets and Institutions	3.00
ISM4011	Management Information Systems	4.00
MAN3025	Organization Management	3.00
MAN3065	Business Ethics	3.00
MAN3240	Organizational Behavior	3.00
MAN3301	Human Resource Management	3.00
MAN4120	Leadership Challenges and Supervision	3.00
MAN4162	Customer Relations for Managers	3.00
MAN4350	Professional Development	1.00
MAN4720	Strategic Management Decision Making	4.00
MAN4894	Applied Case Studies in Management	3.00
MAN4900	Capstone Project in Supervision and Management	4.00
MAN4941	Management Internship	3.00
MAR3803	Marketing Strategy	3.00

2. **Social Sciences**
   - **Add New Course**

Effective Date:	August 2017
Affected Campus(es):	North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.
Administrator(s):	O. Loretta Ovueraye/Randall Kaufman
Faculty:	Paul Tisevich

Motion 1: ==The Social Sciences discipline is requesting the development of one (1) new history course.==

Course	*Title*	*Credits*
AMH 2047	U.S. Military History	3.0

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- **Existing Course Modification**
  Effective Date: August 2017
  Affected Campus(es):   North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

Course	*Title*	*Credits*
EUH2068	History of Russia from 1917	3.0
LAH2021	Colonial Latin America	3.0

> **Motion 2:**   **The Social Sciences discipline is requesting course description updates for two (2) history courses.**

3. **School of Education**
    - **New Program**
      Program Title: Childcare Management for Center Owners
      Degree Type: College Credit Certificate (C.C.C.)
      Program Length: 9 Credit Hours
      Effective Date: May 2018
      Affected Campus(es):   North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

      Administrator(s):   Susan Neimand/Iris Strachan
      Faculty: Lucia Obregon/Nayrie Smith

> **Motion 1:**   **The School of Education is proposing the development of a nine (9) credit hour College Credit Certificate (CCC) in Childcare Management for Center Owners in response to industry and community request.**

Add New Courses

> **Motion 2:**   **The School of Education is proposing the development of three (3) new courses as part of the College Credit Certificate (CCC) in Childcare Management for Center Owners.**

Course	*Title*	*Credits*
EEC1540	Legal Issues for Childcare Center Owners	3.0
EEC1541	Financial Management for Childcare Center Owners	3.0
EEC1542	Marketing for Childcare Center Owners	3.0

4. **School of Entertainment & Design Technology**
   - **New Programs**

Program Title:	Audio Technology
Degree Type:	College Credit Certificate (CCC)
Program Length:	15 Credit Hours
Effective Date:	August 2017
Affected Campus(es):	North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

Administrator(s):	Jacqueline Pena
Faculty:	Thomas Demos/Adrian Garcia

Motion 1:	**The School of Entertainment & Design Technology is proposing the development of an existing Florida Board of Education approved fifteen (15) credit hour College Credit Certificate (CCC) in Audio Technology.**

Program Title:	Film Production Fundamentals
Degree Type:	College Credit Certificate (CCC)
Program Length:	24 Credit Hours
Effective Date:	August 2017
Affected Campus(es):	North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

Motion 2:	**The School of Entertainment & Design Technology is proposing the development of an existing Florida Board of Education approved twenty-four (24) credit hour College Credit Certificate (CCC) in Film Production Fundamentals.**

Program Title:	Graphic Design Support
Degree Type:	College Credit Certificate (CCC)
Program Length:	15 Credit Hours
Effective Date:	August 2017
Affected Campus(es):	North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

Motion 3:	**The School of Entertainment & Design Technology is proposing the development of an existing Florida Board of Education approved fifteen (15) credit hour College Credit Certificate (CCC) in Graphic Design Support.**

Program Title:	Television Studio Production
Degree Type:	College Credit Certificate (CCC)
Program Length:	12 Credit Hours
Effective Date:	August 2017
Affected Campus(es):	North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

Motion 4:	**The School of Entertainment & Design Technology is proposing the development of an existing Florida Board of Education approved twelve (12) credit hour College Credit Certificate (CCC) in Television Studio Production.**

5. **Miami Fashion Institute**
   - **Add New Course**

Effective Date:	August 2017
Affected Campus(es):	North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

Administrator(s):	Diana Bien-Aime/Asanyah Davidson
Faculty:	

Motion 1:	**The Miami Fashion Institute is proposing the development of two (2) new courses for the AS in Fashion Design.**

Course	*Title*	*Credits*
CTE2749C	Patternmaking Level 3	3.0
CTE 2342C	Clothing Construction Methods Level 3	3.0

Motion 2:	**The Miami Fashion Institute is proposing course title changes for the following courses:**

Course Title Modifications

From:	CTE 2310C	Basic Clothing Construction Methods
To:	CTE 2310C	Clothing Construction Methods Level 1

From:	CTE 2745C	Applied Patternmaking
To:	CTE 2745C	Patternmaking Level 2

From:	CTE 2330C	Applied Clothing Construction
To:	CTE 2330C	Clothing Construction Methods Level 2

6. **Hospitality Management**
   - **State Mandated Program Modification**
Program Title:	Hospitality & Tourism Management
Degree Type:	Associate in Science (AS)
Program Length:	64 Credit Hours
Effective Date:	August 2017
Affected Campus(es):	North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

Administrator(s):	Diana Bien-Aime/Shelly Fano
Faculty:	

     Motion 1:   **In response to the FLDOE 2017-2018 Change Document, the Hospitality Management is reducing the AS in Hospitality & Tourism Management program length from 64 to 60 credit hours.**

     Program Modification
     Reducing the Program Elective Area from 34 to 30

7. **Miami Culinary Institute**
   - **State Mandated Program Modification**
Program Title:	Culinary Arts Management
Degree Type:	Associate in Science (AS)
Program Length:	64 Credit Hours
Effective Date:	August 2017
Affected Campus(es):	North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

Administrator(s):	Diana Bien-Aime
Faculty:	Patrick Mc Curry

     Motion 1:   **In response to the FLDOE 2017-2018 Change Document, the Miami Culinary Institute is reducing the AS in Culinary Arts Management program length from 64 to 60 credit hours.**

     Program Modifications
     Reducing the Major Core Requirements
     - From: 46 credits
     - To: 42 credits

     By removing:
     - HFT1212 Safety and Sanitation (3 credits)   **FROM PROGRAM ONLY**
     - HFT1852 Menu and Facilities Planning (3 credits)   **FROM PROGRAM ONLY**

     And adding a new course:
     - FOS2203 Safety and Sanitation (2 credits)

- **Add New Course**
  Effective Date: August 2017
  Affected Campus(es):   North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

  ==**Motion 2:**   **The Miami Culinary Institute is requesting the development of one (1) new food service course in safety and sanitation.**==

Course	*Title*	*Credits*
FOS2203	Safety and Sanitation	2.0

8. **School of Science**
   - **Course User Fee Modification**
     Effective Date: August 2017
     Affected Campus(es):   North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

     Administrator(s):   Heather Belmont/Alejandro Viera
     Faculty:

     ==**Motion 1:**   **The School of Science – Biological Sciences Discipline is requesting a fee reduction based on the 2015-2016 fee audit for twelve (12) existing courses.**==

Course	*Course Title*	*Current Fee*	*Proposed Fee*
BOT 1010L	Botany Laboratory	$40.00	$38.00
BOT 2150C	Native Plant Identification and Usage in South Florida	$25.00	$23.00
BSC 1005	General Education Biology	$10.00	$8.00
BSC 1050	Biology & Environment	$10.00	$8.00
BSC 2010	Principles of Biology	$10.00	$8.00
BSC 2011	Principles of Biology 2	$10.00	$8.00
BSC 2085	Human Anatomy and Physiology 1	$10.00	$8.00
BSC 2086	Human Anatomy and Physiology 2	$10.00	$9.00
BSC 4940	Senior Specialty Internship	$265.00	$181.00
HUN 1201	Essentials of Human Nutrition	$10.00	$9.00
MCB 2010	Microbiology	$10.00	$9.00
ZOO 1010L	Zoology Laboratory	$40.00	$37.00

9. **Testing**
   - **2017-2018 Placement Criteria Document**
     Effective Term: August 2017
     Affected Campus(es): North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

     Motion 1: **Approve proposed modifications to the 2017-2018 Placement Criteria Document.**

     To review placement criteria document, click on the link below:

     Placement Criteria Document 2017-2018**«««DRAFT**

     Administrator (s): Silvio Rodriguez

NOTE: Details for all informational and curriculum items requiring approval, are found on the next pages.

Detailed Agenda

3. Approval of Minutes April 11, 2017

VOTE:	**UNANIMOUS APPROVAL**
IN FAVOR	**34**
OPPOSED	**0**
ABSTAINED	**0**

Curriculum Requiring Approval

4. School of Business

- **New Program**

  Program Title: Digital Marketing Management
  Degree Type: College Credit Certificate (CCC)
  Program Length: 12 Credit Hours
  Effective Date: May 2018
  Affected Campus(es):   North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

  Administrator(s):   Alicia Giovinazzo/Sarah Tuskey
  Faculty: Ruth Barrow

  Motion 1:   **The School of Business is proposing the development of a twelve (12) credit hour College Credit Certificate (CCC) in Digital Marketing Management.**

VOTE:	**UNANIMOUS APPROVAL**
IN FAVOR	**34**
OPPOSED	**0**
ABSTAINED	**0**

Add New Courses

Motion 2:   **The School of Business is proposing the development of two (2) new courses for the proposed College Credit Certificate (CCC) in Digital Marketing Management.**

Course No.	Course Title	Credits	Campus	Eff. Date
MAR2101	Social Media Marketing	3	1, 2, 3,5,6,7, Ctr.	August 2017

Course Description: This course addresses the changes in marketing as a result of social media. The student will explore in-depth the role of social media in marketing. The student will focus on developing an effective marketing plan utilizing social media, with an emphasis on the importance of building an online customer community and developing customer engagement and loyalty. (3 hr. lecture)

Curriculum Action Rationale: New course developed for the proposed College Credit Certificate in Digital Marketing Management.

Course No.	Course Title	Credits	Campus	Eff. Date
MAR2952	Digital Marketing Capstone	3	1, 2, 3,5,6,7, Ctr.	August 2017

Course Description: This course provides a real-world approach to designing, implementing, managing and analyzing a digital marketing campaign or strategy. The student will engage in a comprehensive field experience designed to gain insights into the creative processes and demonstrate competence by applying the knowledge and concepts of marketing. (3 hr. lecture)

Curriculum Action Rationale: New course developed for the proposed College Credit Certificate in Digital Marketing Management.

Miami Dade College

Digital Marketing Management (CCC)

College Credit Certificate | Code: 65096 | 12 credits

Program Description:

The Digital Marketing Management Certificate is designed to prepare students to build and execute a digital marketing plan using digital tools to design, distribute, promote, and price a product or service. Graduates will understand how to connect with consumers using multiple digital platforms to create effective targeted promotional campaigns.

MAJOR COURSE REQUIREMENTS (12.00 credits)

MAR 1011 - Principles of Marketing	(3 credits)	
MAR 1720 - Marketing in a Digital World	(3 credits)	
MAR 2101 – Social Media Marketing	**(3 credits)**	**NEW COURSE**
MAR 2952 – Digital Marketing Capstone	**(3 credits)**	**NEW COURSE**

VOTE:	**UNANIMOUS APPROVAL**
IN FAVOR	**34**
OPPOSED	**0**
ABSTAINED	**0**

- **Existing Course Modification**
  Effective Date: August 2017
  Affected Campus(es): North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

  Administrator(s): Alicia Giovinazzo/Ana Cruz
  Faculty: Marie Loubeau

  Motion 3: The School of Business is proposing a letter grade of "C" or higher for successful completion for each of the upper division BAS in Supervision & Management business courses.

Course	*Title*	*Credits*
FIN3400	Finance for Non-Financial Managers	3.00
FIN4303	Financial Markets and Institutions	3.00
ISM4011	Management Information Systems	4.00
MAN3025	Organization Management	3.00
MAN3065	Business Ethics	3.00
MAN3240	Organizational Behavior	3.00
MAN3301	Human Resource Management	3.00
MAN4120	Leadership Challenges and Supervision	3.00
MAN4162	Customer Relations for Managers	3.00
MAN4350	Professional Development	1.00
MAN4720	Strategic Management Decision Making	4.00
MAN4894	Applied Case Studies in Management	3.00
MAN4900	Capstone Project in Supervision and Management	4.00
MAN4941	Management Internship	3.00
MAR3803	Marketing Strategy	3.00

  VOTE: UNANIMOUS APPROVAL
  IN FAVOR 34
  OPPOSED 0
  ABSTAINED 0

5. Social Sciences

- **Add New Course**
  Effective Date: August 2017
  Affected Campus(es): North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

  Administrator(s): O. Loretta Ovueraye/Randall Kaufman
  Faculty: Paul Tisevich

  Motion 1: The Social Sciences discipline is requesting the development of one (1) new history course.

Course No.	Course Title	Credits	Campus	Eff. Date
AMH2047	U.S. Military History	3	1, 2, 3,5,6,7, Ctr.	August 2017

Course Description: This course surveys the culture and history of U.S. military affairs from the colonial origins of the American nation to the present. The course also emphasizes how warfare, military strategy, and technological development on the battlefield has continued to evolve throughout at 20th Century and beyond. (3 hr. lecture)

Curriculum Action Rationale: The proposed new American History course AMH 2047 addresses the needs of students seeking to know more about the military history of the United States. Given the events of the first years of this century, knowledge of the way our nation's military has developed over the years, as well as its philosophical roots and interactions with the civilian populace, would seem to be of prime importance.

VOTE:	UNANIMOUS APPROVAL
IN FAVOR	34
OPPOSED	0
ABSTAINED	0

- **Existing Course Modification**
  Effective Date: August 2017
  Affected Campus(es):   North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

Motion 2: **The Social Sciences disciplines is requesting course description updates for two (2) history courses.**

Course No.	Course Title	Credits	Campus	Eff. Date
EUH2068	History of Russia from 1917	3	1, 2, 3,5,6,7, Ctr.	August 2017

Course Description: The student will learn the origins and outcomes of the Russian Revolutions of 1917, and the founding, growth, and development of the Soviet State through the disintegration of the U.S.S.R. Students will also learn of recent developments in Russia since the 1990s. (3 hr. lecture)

Curriculum Action Rationale: Updating course description and competencies.

Course No.	Course Title	Credits	Campus	Eff. Date
LAH2021	Colonial Latin America	3	1, 2, 3,5,6,7, Ctr.	August 2017

Course Description: This course covers the history of Latin America, from the pre-Columbian civilizations of the region, to the Wars of Independence. Students will learn about the development of the political, social, economic and cultural structures of colonial Latin America to 1825. (3-hour lecture)

Curriculum Action Rationale: Updating course description and competencies.

VOTE:	UNANIMOUS APPROVAL
IN FAVOR	34
OPPOSED	0
ABSTAINED	0

6.   School of Education

- **New Program**

Program Title:	Childcare Management for Center Owners
Degree Type:	College Credit Certificate (CCC)
Program Length:	9 Credit Hours
Effective Date:	May 2018
Affected Campus(es):	North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.
Administrator(s):	Susan Neimand/Iris Strachan
Faculty:	Lucia Obregon/Nayrie Smith

Motion 1:   **The School of Education is proposing the development of a nine (9) credit hour College Credit Certificate (CCC) in Childcare Management for Center Owners in response to industry and community request.**

Miami Dade College

Childcare Management for Center Owners   **CIP (TBA)**
College Credit Certificate | Code: 60005 | 9 credits

Program Description:
The College Credit Certificate (CCC), jointly taught by School of Business and School of Education, provides Center Owners with information needed to run a profitable Childcare Center. The courses focus on legal requirements, center fiscal health, and marketing a profitable business, as well as developmentally appropriate academic, social, emotional, moral, and ethical education.

MAJOR COURSE REQUIREMENTS (9.00 credits)

EEC 1XXX	Legal Issues for Childcare Center Owners	3 Credits
EEC 1YYY	Financial Management for Childcare Center Owners	3 Credits
EEC 1ZZZ	Marketing for Childcare Center Owners	3 Credits

VOTE:	**UNANIMOUS APPROVAL**
IN FAVOR	**34**
OPPOSED	**0**
ABSTAINED	**0**

Add New Courses

<mark>**Motion 2:**</mark> <mark>**The School of Education is proposing the development of three (3) new courses as part of the College Credit Certificate (CCC) in Childcare Management for Center Owners.**</mark>

Course No.	Course Title	Credits	Campus	Eff. Date
EEC1540	Legal Issues for Childcare Center Owners	3	1, 2, 3,5,6,7, Ctr.	August 2017

Course Description: This course is one of three courses designed by the School of Education in partnership with the School of Business that provides Childcare Center Owners the opportunity to gain skills in small business management from both business and education perspectives. The student will develop an understanding of the legal issues involving the ownership of a childcare center. The student will comprehend the impact of legal obligations, regulatory requirements, tax laws, personnel laws, insurance, licensing requirements, employee benefits and compensation on childcare center ownership. (5 hours of field experience shadowing a childcare center director) (3 hr. lecture)

Curriculum Action Rationale: This course is one of three that correspond to the new Childcare Center Owners college credit certificate designed in response to community request.

Course No.	Course Title	Credits	Campus	Eff. Date
EEC1541	Financial Management for Childcare Center Owners	3	1, 2, 3,5,6,7, Ctr.	August 2017

Course Description: This course is one of three courses designed by the School of Education in partnership with the School of Business that provides Childcare Center Owners the opportunity to gain skills in small business management from both business and education perspectives. The student will develop an understanding of financial management involving the ownership of a childcare center. The student will learn and apply skills in the following areas: financial planning, budgeting, accounting, and record-keeping. (5 hours of field experience shadowing a childcare center director) (3 hr. lecture)

Curriculum Action Rationale: This course is one of three that correspond to the new Childcare Center Owners college credit certificate designed in response to community request.

Course No.	Course Title	Credits	Campus	Eff. Date
EEC1542	Marketing for Childcare Center Owners	3	1, 2, 3,5,6,7, Ctr.	August 2017

Course Description: This course is one of three courses designed by the School of Education in partnership with the School of Business that provides Childcare Center Owners the opportunity to gain skills in small business management from both business and education perspectives. The student will develop an understanding of marketing involving the ownership of a childcare center. The student will learn and apply skills in the following areas: marketing concept, target marketing, marketing strategies, branding, and developing a marketing plan. (5 hours of field experience shadowing a childcare center director) (3 hr. lecture)

Curriculum Action Rationale: This course is one of three that correspond to the new Childcare Center Owners college credit certificate designed in response to community request.

VOTE:	**UNANIMOUS APPROVAL**
IN FAVOR	**34**
OPPOSED	**0**
ABSTAINED	**0**

7.	**School of Entertainment & Design Technology**

- **New Programs**

Program Title:	Audio Technology
Degree Type:	College Credit Certificate (CCC)
Program Length:	15 Credit Hours
Effective Date:	August 2017
Affected Campus(es):	North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.
Administrator(s):	Jacqueline Pena
Faculty:	Thomas Demos/Adrian Garcia

Motion 1:	**The School of Entertainment & Design Technology is proposing the development of an existing Florida Board of Education approved fifteen (15) credit hour College Credit Certificate (CCC) in Audio Technology.**

Miami Dade College

Audio Technology
College Credit Certificate | Code: 61000 | 15 credits

CIP (0650060209)

Program Description:
The Audio Technology College Credit Certificate (CCC) is designed for students who intend to seek employment within the music business industry as an alternative to the strictly traditional Music degree program. The Audio Technology college credit certificate combines a traditional music curriculum with industry-related courses and experiences. The curriculum stresses hands-on equipment use in sound engineering and recording, midi music creation, sound reinforcement methods and technologies, and computer applications.

MAJOR COURSE REQUIREMENTS (15.00 credits)

MUM1622	Sound Recording Fundamentals	3 credits
MUM1622L	Sound Recording Fundamentals Lab	1 credit
MUM2600	Sound Recording 1	3 credits
MUM2600L	Sound Recording 1 Lab	1 credit
MUM2601	Sound Recording 2	3 credits
MUM2601L	Sound Recording Lab	1 credit
MUM2623C	MIDI Electronic Music	3 credits

VOTE:	**UNANIMOUS APPROVAL**
IN FAVOR	**34**
OPPOSED	**0**
ABSTAINED	**0**

Program Title:	Film Production Fundamentals
Degree Type:	College Credit Certificate (CCC)
Program Length:	24 Credit Hours
Effective Date:	August 2017
Affected Campus(es):	North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

Motion 2: **The School of Entertainment & Design Technology is proposing the development of an existing Florida Board of Education approved twenty-four (24) credit hour College Credit Certificate (CCC) in Film Production Fundamentals.**

Miami Dade College

Film Production Fundamentals   CIP (0650060209)
College Credit Certificate | Code: 61001 | 24 credits

Program Description:
The Film Production Fundamentals College Credit Certificate (CCC) is designed to prepare students for entry-level employment in the motion picture industry. Students will understand the fundamentals in the following skills: lighting, grip, camera, audio recording, and editing.

MAJOR COURSE REQUIREMENTS (24.00 credits)

CGS1060	Basic Computing	4	
FIL1100	Screenwriting 1	3	
FIL1420C	Film Production 1: Introduction to the Filmmaking Process	4	Co-Req FIL2552C
FIL1431C	Film Production 2: Cinematography And Sound	4	Pre-Req FIL1420C Co-Req FIL2553C
FIL2552C	Editing Level 1: Introduction to Editing	3	
FIL2553C	Editing Level 2: Intermediate Editing and Visual Effects	3	Pre-Req FIL2552C
VIC1000	Visual Communications	3	

VOTE:	**UNANIMOUS APPROVAL**
IN FAVOR	**34**
OPPOSED	**0**
ABSTAINED	**0**

Program Title: Graphic Design Support
Degree Type: College Credit Certificate (CCC)
Program Length: 15 Credit Hours
Effective Date: August 2017
Affected Campus(es):   North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

Motion 3:   **The School of Entertainment & Design Technology is proposing the development of an existing Florida Board of Education approved fifteen (15) credit hour College Credit Certificate (CCC) in Graphic Design Support.**

Miami Dade College

Graphic Design Support   CIP (0611080302)
College Credit Certificate | Code: 61002 | 15 credits

Program Description:
The Graphic Design Support College Credit Certificate (CCC) is designed to prepare students for initial employment as a graphic design assistant, graphic production artist, or to provide supplemental training for persons previously or currently employed in these occupations.

MAJOR COURSE REQUIREMENTS (15.00 credits)

GRA1111C	Graphic Design 1	4 credits
GRA1750	Introduction to Graphic Internet Technology	3 credits
GRA2117C	Computer Assisted Graphic Design	4 credits
GRA2156C	Electronic Photoshop	4 credits

VOTE: **UNANIMOUS APPROVAL**
IN FAVOR   **34**
OPPOSED   **0**
ABSTAINED   **0**

Program Title:	Television Studio Production
Degree Type:	College Credit Certificate (CCC)
Program Length:	12 Credit Hours
Effective Date:	August 2017
Affected Campus(es):	North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

Motion 4:   **The School of Entertainment & Design Technology is proposing the development of an existing Florida Board of Education approved twelve (12) credit hour College Credit Certificate (CCC) in Television Studio Production.**

Miami Dade College

Television Studio Production   CIP (0610010513)
College Credit Certificate | Code: 61003 | 12 credits

Program Description:
The Television Studio College Credit Certificate (CCC) is designed for students who intend to seek employment in radio, television and production companies, as well as allied fields such as in-house educational and industrial studios. The curriculum stresses hands-on equipment use in TV laboratories. Students will have access to high-end cameras, editing suites and video graphics animation facilities and will complete portfolio-quality productions.

MAJOR COURSE REQUIREMENTS (12.00 credits)

RTV1241C	Television Studio Production 1	4 credits	
RTV1242C	Television Studio Production 2	4 credits	Pre-Req RTV1241C
RTV2245C	Electronic Field Production 1	4 credits	Pre-Req RTV1241C

VOTE:	**UNANIMOUS APPROVAL**
IN FAVOR	**34**
OPPOSED	**0**
ABSTAINED	**0**

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8.	**Miami Fashion Institute**

- **Add New Course**
  Effective Date: August 2017
  Affected Campus(es): North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

  Administrator(s): Diana Bien-Aime/Asanyah Davidson
  Faculty:

<mark>**Motion 1:**   **The Miami Fashion Institute is proposing the development of two (2) new courses for the AS in Fashion Design.**</mark>

Course No.	Course Title	Credits	Campus	Eff. Date
CTE2749C	Patternmaking Level 3	3	1, 2, 3,5,6,7, Ctr.	August 2017

Course Description: This course reinforces the students understanding of the art of draping and patternmaking and diverse methods the industry uses to create production patterns. Students will analyze draping and drafting techniques to create an awareness of which method is most applicable for a given situation. Analytical thinking and hands-on class experiences will strengthen students' skills, thus enabling them to expand on their creativity and provide proper fit to their creations. (1 hr. lecture 4 hr. lab)

Curriculum Action Rationale: New course being developed for the AS in Fashion Design.

Course No.	Course Title	Credits	Campus	Eff. Date
CTE 2342C	Clothing Construction Methods Level 3	3	1, 2, 3,5,6,7, Ctr.	August 2017

Course Description: This course advances students' knowledge about materials, core properties and construction techniques that inform their choices made for silhouette creation and hands-on prototype development. Students will explore more advanced principles and techniques of unstructured draping using soft fabric for the creative interpretation and artistic development of contemporary designs. Emphasis on proportion, balance and shape as related to design aesthetics. Pre-Req CTE 2330C. (1 hr. lecture 4 hr. lab)

Curriculum Action Rationale: New course being developed for the AS in Fashion Design.

VOTE:	UNANIMOUS APPROVAL
IN FAVOR	34
OPPOSED	0
ABSTAINED	0

<mark>**Motion 2:**</mark> <mark>**The Miami Fashion Institute is proposing course title changes for the following courses:**</mark>

Course Title Modifications

From: CTE 2310C   Basic Clothing Construction Methods
To: CTE 2310C   Clothing Construction Methods Level 1

From: CTE 2745C   Applied Patternmaking
To: CTE 2745C   Patternmaking Level 2

From: CTE 2330C   Applied Clothing Construction
To: CTE 2330C   Clothing Construction Methods Level 2

VOTE:	**UNANIMOUS APPROVAL**
IN FAVOR	**34**
OPPOSED	**0**
ABSTAINED	**0**

9. Hospitality Management

- **State Mandated Program Modification**

Program Title:	Hospitality & Tourism Management
Degree Type:	Associate in Science (A.S.)
Program Length:	64 Credit Hours
Effective Date:	August 2017
Affected Campus(es):	North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.
Administrator(s):	Diana Bien-Aime/Shelly Fano
Faculty:	

<mark>**Motion 1:**</mark> <mark>**In response to the FLDOE 2017-2018 Change Document, the Hospitality Management is reducing the AS in Hospitality & Tourism Management program length from 64 to 60 credit hours.**</mark>

Program Modification

Reducing the Program Elective Area from 34 to 30

VOTE:	**UNANIMOUS APPROVAL**
IN FAVOR	**34**
OPPOSED	**0**
ABSTAINED	**0**

HOSPITALITY & TOURISM MANAGEMENT (22016) (CURRENT)
Associate in Science

Total credits required for the degree is 64 60 (Check the FLDOE Frameworks).

Course	Course Title	Credits	Pre/Co-Requisites
GENERAL EDUCATION – 18 Credits Required			
Communications – 6 Credits Required			
ENC 1101	English Composition 1	3	
ENC 1102	English Composition 2	3	
Oral Communication – 3 Credits Required			
SPC 1017	Fundamentals of Speech Communications	3	
Humanities – 3 Credits Required			
PHI 2604	Critical Thinking/Ethics	3	PreReq ENC 1101
Behavioral and Social Science – 3 Credits Required			
CLP 1006	Psychology of Personal Effectiveness	3	
Mathematics/Natural Science – 3 Credits Required			
MAC1105	College Algebra	3	
MGF 1106	Mathematics for Liberal Arts 1	3	
Computer Competency			
	Computer Competency Test		
	Or		
CGS 1060	Introduction to Microcomputer Usage	4	
MAJOR CORE REQUIREMENTS – 12 Credits Required			
HFT 1000	Introduction to Hospitality and Tourism	3	
HFT 1210	Human Resources in Hospitality	3	
HFT 2421	Managerial Accounting for Hospitality	3	
HFT 2449	Information Systems in the Hospitality and Tourism Industries	3	
PROGRAM ELECTIVES– 34 30 Credits Required			
CGS 1060C	Introduction to Computer Technology & Applications	4	
FSS 1100	Foodservice Purchasing	3	
FSS 1200	Culinary Terminology and Procedures	3	
FSS 1202L	Food Production 1	3	
HFT 1212	Safety and Sanitation	3	
HFT 1220	Communication and Supervision Development	3	
HFT 1300	Executive Housekeeping	3	
HFT 1454	Food and Beverage Cost Controls	3	
HFT 1611	Responsible Beverage Vendor	1	
HFT 1631	Risk Management & Security	3	
HFT 1841	Dining Room Service	3	
HFT 1841L	Dining Room Service Laboratory	1	
HFT 1852	Menu and Facilities Planning	3	
HFT 1949	Coop Workstudy Internships I	3	
HFT 2223	Training Skills and Development	3	
HFT 2241	Quality Guest Services in Hospitality	3	
HFT 2261	Restaurant Management	3	
HFT 2410	Front Office Procedures and Lodging Operations	4	
HFT 2500	Marketing of Hospitality Services	3	
HFT 2501	Hospitality and Tourism Sales	3	
HFT 2750	Event and Meeting Management	3	
HFT 2800	Food and Beverage Management	3	
HFT 2949	Coop Workstudy internships 2	3	

Computer Competency: By the **16th earned** college level credit (excluding EAP and college preparatory courses), a student **must take** the Computer Competency Test and pass
> **Or**

By the **31st earned** college level credit (excluding EAP and college preparatory courses), a student **must pass** CGS 1060, an equivalent continuing education or vocational credit course or retest with a **passing score on the Computer Competency Test**.

HOSPITALITY & TOURISM MANAGEMENT (22016) (PROPOSED)
Associate in Science

Total credits required for the degree is 60 (Check the FLDOE Frameworks).

Course	Course Title	Credits	Pre/Co-Requisites
GENERAL EDUCATION – 18 Credits Required			
Communications – 6 Credits Required			
ENC 1101	English Composition 1	3	
ENC 1102	English Composition 2	3	
Oral Communication – 3 Credits Required			
SPC 1017	Fundamentals of Speech Communications	3	
Humanities – 3 Credits Required			
PHI 2604	Critical Thinking/Ethics	3	PreReq ENC 1101
Behavioral and Social Science – 3 Credits Required			
CLP 1006	Psychology of Personal Effectiveness	3	
Mathematics/Natural Science – 3 Credits Required			
MAC1105	College Algebra	3	
MGF 1106	Mathematics for Liberal Arts 1	3	
Computer Competency			
Computer Competency Test			
Or			
CGS 1060C	Introduction to Computer Technology & Applications	4	***Credits fall in elective area**
MAJOR CORE REQUIREMENTS – 12 Credits Required			
HFT 1000	Introduction to Hospitality and Tourism	3	
HFT 1210	Human Resources in Hospitality	3	
HFT 2421	Managerial Accounting for Hospitality	3	
HFT 2449	Information Systems in the Hospitality and Tourism Industries	3	
PROGRAM ELECTIVES – 30 Credits Required			
CGS 1060C	Introduction to Computer Technology & Applications	4	
FSS 1100	Foodservice Purchasing	3	
FSS 1200	Culinary Terminology and Procedures	3	
FSS 1202L	Food Production 1	3	
HFT 1212	Safety and Sanitation	3	
HFT 1220	Communication and Supervision Development	3	
HFT 1300	Executive Housekeeping	3	
HFT 1454	Food and Beverage Cost Controls	3	
HFT 1611	Responsible Beverage Vendor	1	
HFT 1631	Risk Management & Security	3	
HFT 1841	Dining Room Service	3	
HFT 1841L	Dining Room Service Laboratory	1	
HFT 1852	Menu and Facilities Planning	3	
HFT 1949	Coop Workstudy Internships I	3	
HFT 2223	Training Skills and Development	3	
HFT 2241	Quality Guest Services in Hospitality	3	
HFT 2261	Restaurant Management	3	
HFT 2410	Front Office Procedures and Lodging Operations	4	
HFT 2500	Marketing of Hospitality Services	3	
HFT 2501	Hospitality and Tourism Sales	3	
HFT 2750	Event and Meeting Management	3	
HFT 2800	Food and Beverage Management	3	
HFT 2949	Coop Workstudy internships 2	3	

Computer Competency: By the **16th earned** college level credit (excluding EAP and college preparatory courses), a student **must take** the Computer Competency Test and pass

    Or

By the **31st earned** college level credit (excluding EAP and college preparatory courses), a student **must pass** CGS 1060, an equivalent continuing education or vocational credit course or retest with a **passing score on the Computer Competency Test**.

10. Miami Culinary Institute

- **State Mandated Program Modification**
  Program Title: Culinary Arts Management
  Degree Type: Associate in Science (AS)
  Program Length: 64 Credit Hours
  Effective Date: August 2017
  Affected Campus(es): North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

  Administrator(s): Diana Bien-Aime
  Faculty: Patrick Mc Curry

  Motion 1: **In response to the FLDOE 2017-2018 Change Document, the Miami Culinary Institute is reducing the AS in Culinary Arts Management program length from 64 to 60 credit hours.**

Program Modifications

Reducing the Major Core Requirements
- From: 46 credits
- To: 42 credits

By removing:
- HFT1212 Safety and Sanitation (3 credits)   **FROM PROGRAM ONLY**
- HFT1852 Menu and Facilities Planning (3 credits)   **FROM PROGRAM ONLY**

And adding a new course:
- FOS2203 Safety and Sanitation (2 credits)

VOTE:	**UNANIMOUS APPROVAL**
IN FAVOR	**34**
OPPOSED	**0**
ABSTAINED	**0**

- **Add New Course**
  Effective Date: August 2017
  Affected Campus(es):   North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

Motion 2:	The Miami Culinary Institute is requesting the development of one (1) new food service course in safety and sanitation.

Course No.	Course Title	Credits	Campus	Eff. Date
FOS2203	Safety and Sanitation	2	1, 2, 3,5,6,7, Ctr.	August 2017

Course Description: This course is an introduction to food environmental sanitation and safety in a food production area. Attention is focused on food-borne illness and their origins, and on basic safety procedures followed in the food service industry. (2 hr. lecture)

Curriculum Action Rationale: New course being developed for the AS in Culinary Arts Management in response to the 2017-2018 FL DOE Change Document.

VOTE:	UNANIMOUS APPROVAL
IN FAVOR	34
OPPOSED	0
ABSTAINED	0

ASSOCIATE IN SCIENCE DEGREE
PROGRAM OF STUDY: CULINARY ARTS MANAGEMENT (22031)
CURRENT PROGRAM SHEET

GENERAL EDUCATION REQUIREMENTS

1. COMMUNICATIONS (6.00 credits)
   ENC 1101 - English Composition 1 (3 credits)
   ENC 1102 - English Composition 2 (3 credits)

2. ORAL COMMUNICATIONS (3.00 credits)
   SPC 1017 - Fundamentals of Speech Communication (3 credits)

3. HUMANITIES (3.00 credits)
   PHI 2604 - Critical Thinking/Ethics (3 credits)

4. BEHAVIORAL/SOCIAL SCIENCE (3.00 credits)
   CLP 1006 - Psychology of Personal Effectiveness (3 credits)

5. MATH/SCIENCE (3.00 credits)
   MAC 1105 - College Algebra (3 credits)
   MGF 1106 - Mathematics for Liberal Arts 1 (3 credits)

COMPUTER COMPETENCY
Test type(s) needed:
   Computer Competency Test (CCT)
   Or
   CGS 1060C – Introduction to Computer Technology & Applications

MAJOR COURSE REQUIREMENTS (46.0042.00 credits)
   FSS 1100 - Foodservice purchasing (3 credits)
   FSS 1200 - Culinary Terminology and Procedures (3 credits)
   FSS 1202L - Food Production 1 (3 credits)
   FSS 1204L - Food Production 2 (3 credits)
   FSS 1246C - Basic Baking (3 credits)
   FSS 2205L - Food Production 3 (3 credits)
   FSS 2242C - International Cuisines (3 credits)
   FSS 2248C - Garde Manger (3 credits)
   FSS 2381L - Culinary Management Practicum (4 credits)
   FSS 2950L - Culinary Competition (3 credits)
   HFT 1000 - Introduction to Hospitality (3 credits)
   ~~HFT 1212 - Safety and Sanitation (3 credits)~~
   HFT 1454 - Food and Beverage Cost Controls (3 credits)
   ~~HFT 1852 - Menu and Facilities Planning (3 credits)~~
   HUN 1201 - Essentials of Human Nutrition (3 credits)

ASSOCIATE IN SCIENCE DEGREE
PROGRAM OF STUDY: CULINARY ARTS MANAGEMENT (22031)
CURRENT PROGRAM SHEET

GENERAL EDUCATION REQUIREMENTS

1. COMMUNICATIONS (6.00 credits)
      ENC 1101 - English Composition 1 (3 credits)
      ENC 1102 - English Composition 2 (3 credits)

2. ORAL COMMUNICATIONS (3.00 credits)
      SPC 1017 - Fundamentals of Speech Communication (3 credits)

3. HUMANITIES (3.00 credits)
      PHI 2604 - Critical Thinking/Ethics (3 credits)

4. BEHAVIORAL/SOCIAL SCIENCE (3.00 credits)
      CLP 1006 - Psychology of Personal Effectiveness (3 credits)

5. MATH/SCIENCE (3.00 credits)
      MAC 1105 - College Algebra (3 credits)
      MGF 1106 - Mathematics for Liberal Arts 1 (3 credits)

COMPUTER COMPETENCY
Test type(s) needed:
      Computer Competency Test (CCT)
      Or
      CGS 1060C – Introduction to Computer Technology & Applications

MAJOR COURSE REQUIREMENTS (42.00 credits)
      FOS 2203 – Safety & Sanitation (2 credits)   **NEW COURSE**
      FSS 1100 - Foodservice purchasing (3 credits)
      FSS 1200 - Culinary Terminology and Procedures (3 credits)
      FSS 1202L - Food Production 1 (3 credits)
      FSS 1204L - Food Production 2 (3 credits)
      FSS 1246C - Basic Baking (3 credits)
      FSS 2205L - Food Production 3 (3 credits)
      FSS 2242C - International Cuisines (3 credits)
      FSS 2248C - Garde Manger (3 credits)
      FSS 2381L - Culinary Management Practicum (4 credits)
      FSS 2950L - Culinary Competition (3 credits)
      HFT 1000 - Introduction to Hospitality (3 credits)
      HFT 1454 - Food and Beverage Cost Controls (3 credits)
      HUN 1201 - Essentials of Human Nutrition (3 credits)

11. School of Science

- **Course User Fee Modification**
  Effective Date: August 2017
  Affected Campus(es): North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

  Administrator(s): Heather Belmont/Alejandro Viera
  Faculty:

  Motion 1: **The School of Science – Biological Sciences Discipline is requesting a fee reduction based on the 2015-2016 fee audit for twelve (12) existing courses.**

Course	*Course Title*	*Current Fee*	*Proposed Fee*
BOT 1010L	Botany Laboratory	$40.00	$38.00
BOT 2150C	Native Plant Identification and Usage in South Florida	$25.00	$23.00
BSC 1005	General Education Biology	$10.00	$8.00
BSC 1050	Biology & Environment	$10.00	$8.00
BSC 2010	Principles of Biology	$10.00	$8.00
BSC 2011	Principles of Biology 2	$10.00	$8.00
BSC 2085	Human Anatomy and Physiology 1	$10.00	$8.00
BSC 2086	Human Anatomy and Physiology 2	$10.00	$9.00
BSC 4940	Senior Specialty Internship	$265.00	$181.00
HUN 1201	Essentials of Human Nutrition	$10.00	$9.00
MCB 2010	Microbiology	$10.00	$9.00
ZOO 1010L	Zoology Laboratory	$40.00	$37.00

  VOTE: **UNANIMOUS APPROVAL**
  IN FAVOR **34**
  OPPOSED **0**
  ABSTAINED **0**

12. Testing

- **2017-2018 Placement Criteria Document**
  Effective Term: August 2017
  Affected Campus(es): North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

  Motion 1: **Approve proposed modifications to the 2017-2018 Placement Criteria Document.**

  To review placement criteria document, click on the link below:

  Placement Criteria Document 2017-2018**««« DRAFT**

  Administrator (s): Silvio Rodriguez

  VOTE: **UNANIMOUS APPROVAL**
  IN FAVOR **34**
  OPPOSED **0**
  ABSTAINED **0**