

**INSTRUCTIONAL AFFAIRS COUNCIL**  
**Wednesday, April 8, 2009**  
**Minutes**

A meeting of the Instructional Affairs Council was held on Wednesday, April 8, 2009 in The Bistro at the West Harrison Center. Attendance was as follows:

**Official Members**

Joan Haynes (Chair)	present	Larry Miller	present
Dean Belton	absent	Jan Moody	present
David Besancon	present	Alice O'Neal	absent
Sheree Bond	absent	Janice Poole	present
Brock Clark	present	John Shows	absent
Kirk Drennen	absent	Becky Shumock	absent
Jeff Donahoe	present	Lynn Tincher-Ladner	absent
Foster Flint	absent	Pat West	present
Sharon Gordon	present	Roy Wilson	present
Patti Holloway	present	Jonathan Woodward	present
Karen Howell	absent		
Anna Faye Kelley-Winders	absent		
Vernon LaCour	present		
Jennifer Leimer	absent		
Marilyn Lott	absent		
Bobbie Loveless	present		

**Others Present**

Anjelica Holliman, Recorder

- I. CALL TO ORDER. Dr. Haynes called the meeting to order at 9:00 a.m. She thanked Dr. Poole for hosting the meeting today.
- II. APPROVAL OF AGENDA. The following items were added to the agenda under New Business: V.D. BANNER 8 AND WINDOWS 7. Mr. Besancon.
- III. MINUTES OF PREVIOUS MEETING – **February 3, 2009**. All previous minutes of the IAC have been approved by the Executive Council.
- IV. UNFINISHED BUSINESS.
- V. NEW BUSINESS.
  - A. GED SCHOLARSHIP FORM. Dr. Haynes distributed the old GED scholarship form and the new GED scholarship form. This was presented and approved at Student Services Council. The OCR statement was added to the bottom of the form. The following statement was added under the third bullet – (Special conditions may permit students who are under the age of 18 to be considered). **IAC approved the new GED scholarship application.**
  - B. LPN SELECTIVE ADMISSIONS CRITERIA. Dr. Haynes distributed the proposed selective admissions requirements for practical nursing. It follows the ADN selective admissions requirements closely. It costs \$25 to take the TEAS test and you have to wait 60 days to retake the test. Ms. Holloway stated that this needs to be done the same with the COMPASS test specifically for the nursing program. There needs to be a part to show the student did remediation before the test is taken again. Dr. Haynes will add a bullet to state:

COMPASS tests can be retaken after remediation. After remediation will also be added to the end of TEAS tests can be retaken in 60 days. Ms. Holloway stated that Mr. Besancon needs to have Randy Cornell update the COMPASS test at each campus/center to provide the revised test for practical nursing students. **IAC approved the selective admissions requirements for practical nursing.**

- C. RADIO, TELEVISION AND FILM MAJOR. Dr. Haynes distributed the 2+2 articulation agreement for Radio, Television and Film Major for information only. This was presented Friday at the Joint USM/MGCCC Articulation Committee meeting. This is a new 2+2 agreement in film. It will be added to the Gulf Coast website for 2+2 agreements.
- D. BANNER 8 AND WINDOWS 7. Mr. Besancon stated that the college did not move to Microsoft VISTA because there were too many issues. Windows 7 will be released in October 2009. It is becoming difficult to find textbooks for Windows XP. The plan is to go to Windows 7 summer 2010 so technical programs can start teaching Windows 7 fall 2010. Mr. Besancon would like for the deans to get with their technical instructors to see if they can remain teaching XP until fall 2010. If the instructors need their labs upgraded sooner for spring 2010, let Mr. Besancon know. There are also licenses for VISTA if needed in labs to teach or he can upgrade labs with Windows 7 after it comes out in October 2009. Mr. Clark stated that workforce bought rights to print a lot of XP materials.

Banner 8 was released September 2008. Executive Council approved a Banner 8 steering committee at the last EC meeting. Mr. Besancon will send an email out this week to those on that committee about the first meeting to test this system before going live spring break 2010.

VI. CURRICULUM PROPOSALS.

- A. PIPEFITTING. Mr. Woodward distributed the curriculum proposal. It will be a three semester program with six hours of vocational electives added to the summer semester and elective choices added to the bottom of the page. **IAC recommends approval of the curriculum changes to Pipefitting.**
- B. PRACTICAL NURSING. Dr. Haynes distributed the curriculum proposal to change admissions criteria for practical nursing. The proposal is to increase reading and math scores to 17 on the enhanced ACT and to eliminate the ASSET test. Currently, COMPASS is 72 in reading and 34 in pre-algebra. This would increase to 77 in reading and 47 in pre-algebra. Previous college credit of HEC 1253 or BIO 1613 (Nutrition) would be eliminated as an admission requirement. **IAC recommends approval of the admissions criteria changes to the Practical Nursing Program.**
- C. IST 1223 – NETWORK COMPONENTS. Mr. Miller stated that this course needs to increase the semester hour credit from 3 credit hours to 4 credit hours to reflect the change previously approved for the CNT 1524 course that was taught prior. This will be offered as IST 1224. **IAC recommends approval of the curriculum change from IST 1223 to IST 1224.**

VII. OTHER BUSINESS.

VIII. FUTURE MEETINGS.

IX. ADJOURNMENT. There being no further business, the meeting was adjourned.