

**Air Conditioning Technology Program Webex IFCC Meeting
January 16, 2020 @ 2:00 P.M.**

Attendees:

Douglas Broughman, Augusta; Gary Golovan, Augusta; John Davis, Coastal Pines; Craig Oldenburg, Columbus; Sam Mitchell, GA Piedmont; Freddie Williams, Lanier; Kevin Livingston, Oconee Fall Line; Shane Todd, Ogeechee; Vince Scott, Southeastern; Daniel Merritt, Southern Crescent; Mike Clements, Southern Regional

Purpose of the Webex IFCC meeting was to provide the faculty with an update of the program review process.

Below is a brief summary of the meeting points.

- IFCC meetings will be held in a Webex format and this was the first of what can be a number of sessions over the next year. Webex meetings will be kept to about 30-45 minutes and one primary topic of discussion.
- Provided a very brief summary of the program review process. A summary of the curriculum development meeting is on the IFCC minutes page on TCSG's website.
- Customer Service was added as a competency to AIRC 1010
- ENGL 1010 – Fundamentals of English I will have the option of a new Technical Communications class being developed.
- Presidents Council in August approved the contact hours and program content, but wanted an increase in credit hours. Only way to accomplish that was to adjust contact hours between Lecture and Lab. As a result, some courses will look heavy in Lecture and light in Lab hours. Do not be concerned with that. Look at the total contact hours per week of a course and that is the number of hours you have to teach that course. How and where you teach them is up to you. Presidents approved the new credit hours through an online vote later in August.
- The proposed curriculum was approved by the State Board at their September meeting
- The curriculum database was down for several weeks for maintenance and upgrades so it was November before we could begin entering the new curriculum into KMS. The new course and program standards are in KMS and available for you to look at. Look at the 202014 versions.
- During the preparation of the Substantive Change report to SACSCOC, the Presidents requested courses which had a change in credit hours be assigned a new course number. As a result, some 1000 level and 20000 level courses were assigned new course numbers. Course names did not change.
- Wherever possible, existing major codes were used for programs because they are already on college Approved Program List, and approved for PELL grant and the HOPE Career Grant.
- New course standards – Please go into KMS and look at the new courses (202014 versions) and review the Course Description, Pre/Co-requisites as they may need to be updated. If you find anything that needs to be changed, send me an email.
- New program standards – Please go into KMS and look at the new programs standards (202014 versions) and review the Program Description, Program Outcomes, Occupational trend, Occupational Analysis as they may need to be updated. If you find anything that needs to be changed, send me an email.
- The new programs are to be implemented Fall semester 2020 (202112 term). All current students through Spring and Summer will need a teach out plan using the current curriculum.

- I will look at scheduling another Webex in March after everyone has had an opportunity to look through the new curriculum.
- The Webex meeting was recorded and once I receive the audio file, I plan to request it be placed on the IFCC minutes page on TCSG's website. I will let everyone know when it is available.

With no further questions or comments from the faculty, the Webex meeting was closed at 2:40 P.M.

Respectfully Submitted
Mike Howard
Curriculum Program Specialist
Technical College System of Georgia