

**TECHNICAL COLLEGE OF THE LOWCOUNTRY  
AREA COMMISSION MEETING  
April 20, 2020 via Zoom**

**MINUTES**

**COMMISSIONERS PRESENT**

Randy Dolyniuk, Vice Chairman  
Sheree Darien, Secretary  
Dr. William Small  
David Smalls  
Heath Duncan

**COMMISSIONER ABSENT EXCUSED**

James Boozer

**STAFF PRESENT**

Richard Gough, President  
Janis Hoffman, VP for Administrative Services  
Nancy Weber, VP for Academic and Student Affairs  
Mary Lee Carns, VP for Institutional Advancement  
Sharon O'Neal, Executive Director for HR  
Joy Locke, President Faculty Senate

**GUEST**

Dr. Tim Hardee, President SC Technical College System  
Alice Howard, Beaufort County Council Liaison

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The April meeting of the Area Commission for the Technical College of the Lowcountry was held on Tuesday, April 20, 2021 at 9:00 via ZOOM. Prior to the meeting media were notified and provided with the agenda. An email address for public comment and the Zoom connection information is published on the agenda.

**CALL TO ORDER and CONSENT AGENDA**

Mr. Dolyniuk called the meeting to order at 9:00 and asked for a motion to approve the Agenda. Mr. David Smalls made the motion which was seconded by Dr. Small. Motion carried. Mr. Dolyniuk called the Commission's attention to the Consent Agenda consisting of the Minutes of the February meeting and Curriculum items with executive summaries (attachment A) and called for a motion to approve as presented. Dr. Small made the motion which was seconded by Ms. Darien. Commission vote was unanimous in favor thus motion carried.

**GUEST SPEAKER**

Dr. Gough introduced Dr. Tim Hardee, President of the South Carolina Technical College System. Dr. Hardee provided the Commission with a summary overview of the work the System office is doing to secure funding for the technical colleges in the areas of deferred maintenance and equipment. He said that there is a possibility of small salary increases for state employees this year. He also talked about the federal money received by the state for pandemic relief and how that might be dispersed by the Governor to mitigate financial hardships incurred due to the pandemic. Moving to Workforce readiness, Dr. Hardee spoke about

the ManuFirst program. This is an introduction to manufacturing program designed to give an individual the vocabulary and basic skills needed to assimilate into a manufacturing work environment. The program will be offered on the TCL New River campus in mid-July and in Hampton at the Mungin Center the later part of July. This certificate is accepted by employers instead of one year of manufacturing experience. He noted that TCL is already working with ReadySC to prepare for the on-going training needs of the Agricultural Technology Center coming to Hampton County. There is significant investment of the part of TCL and the System to upfit the Mungin Center to support the AgTech campus.

Dr. Small noted that it is his opinion, based on his experience, in addition to meeting immediate training and workforce readiness issues, it is extremely important that the College continue to develop the new programs and technologies that are going to have to be taught to stay abreast of developments not just locally, but nationally, and to do that will require some extra commitment from the state.

Dr. Hardee referenced the Perkins Grant, which is a federal grant providing funding to states to improve secondary and postsecondary career and technical education programs. This money is dispersed to the Technical Colleges from the System office. Money not used has to be returned to the source. He said that TCL excels in the use of these funds and that all reporting and deadlines are met. The Perkins funds are administered through the office of the VP for Academic Affairs. Ms. Elaine Maury is responsible for the accuracy and judicious disbursement of the funding.

Dr. Hardee complimented Dr. Gough's leadership and said how much he enjoys working with him. Dr. Small and Ms. Darien, representing Hampton and Jasper counties respectively, reiterated the opportunities on the horizon for both small, underserved counties and their unwavering support and advocacy. Dr. Small said it is incumbent on the Commission to be sure their counties are not only prepared for these new opportunities but are also prepared to sustain and increase them.

### ACADEMIC AND STUDENT AFFAIRS

Vice President Weber began by reporting on enrollment for summer and fall. She said that at 27 days out from the start of the summer semester enrollment is trending at 4% up in HC and 2% down in FTE which she thinks will pick up after grades come out and continuing students register for summer and/or fall. Referencing the number of curriculum items on the Consent Agenda, she said that the realignment of programs is a result of the Ins and Outs study. Moving Radiology into an Associate Degree is the result of changes in the JRCERT accreditation requirements. She reminded the Commission of the backlog in Nursing graduates needing to complete their clinicals which were halted at the onset of COVID. She reported that the majority of those students have moved through the pipeline to graduation and into a workforce in dire need of skilled nurses.

VP Weber also reported that Technical College of the Lowcountry is one of 22 colleges selected for the Community College Research Center Summer Institute at Columbia University which is the main research arm. Participants are Ali Cadmus, Director of Admissions; Russ Keevy, English Faculty; Danielle Consider, Director of the HUB, and Dr. Dana Pentz, Curriculum Director and Guided Pathways Director. The Navigators are beginning now and they will be working with our first year freshman. Ms. Weber said she is

very proud of the work that is being done in Title III. She said the annual report to the Department of Education has been submitted and the external evaluation was glowing. She said she could not be more proud of the work being done with Pathways to the Future and it is definitely going to change how we do business on the academic and student services side.

At Dr. Gough's request, Ms. Cullen explained that there are two parts to Commencement this year. The first part is a professionally produced 'virtual' graduation. The second part is a drive through celebration on the New River campus. Students and family members will 'drive through' from the back entrance, winding through balloon arches and picking up their Grad Bag filled with TCL swag, Faculty will line the sides to congratulate their students and grads will have a photo op with Dr. Gough. The New River event is scheduled at 6:00 and the virtual ceremony will go 'live' on TCL's Facebook page and YouTube channel at 7:00 p.m. The Committee is committed to producing quality events for our students who have persevered through this remarkable year. Commissioner attendance is appreciated but optional as there is no formal role at this time.

VP Weber shared a student success story with the Commission. A student struggling with Biology was working with the instructor when the instructor notice signs of dyslexia. She encouraged the student's mother to have her tested. The student did have undiagnosed dyslexia and had struggled all through school. The student is getting appropriate support and coaching and has literally had a whole new world open up! The Commission voiced their appreciation and support for the work of the all the Faculty and the personal attention shown to individual students.

#### INSTITUTIONAL ADVANCEMENT and CONTINUING EDUCATION

VP Carns said that she had three topics to brief the Commission on: Continuing Education, Marketing, and Strategic Planning.

ManuFirst SC is a state recognized manufacturing certification designed to provide a foundation for South Carolinians needing entry-level skills for manufacturing employment. Successful students will receive three certifications: ManuFirst SC, OSHA10 and MSSC: Safety. This certification will become part of our standard schedule of training through the office of Continuing Education. The program will be launched on the New River campus and at the Hampton campus in July. Prior to the launch of both of those we will have community information sessions. ManuFirst SC is particular to South Carolina so not only do we need to educate prospective students, but we need to educate community leaders on the value of the ManuFirst certification. We will be working with our community partners, in particular the Department of Commerce and county economic development leaders, to ensure a successful roll out.

Another new program that is slated for a late July or August 2021 launch is the cyber analyst, also called an information security analyst. The City of Beaufort has cyber security as a priority initiative and is developing

a local cyber security center with involvement from USCB and the Technical College of the Lowcountry. Funding came from the office of economic development and that funding is on the academic side to help us build an associates program that will link to USCB.

VP Carns briefly discussed another state wide initiative, Apprentiship South Carolina. Nicole Bently with Apprentiship SC has an office at TCL and has been working with Melanie Gallion. VP Carns says that in the last year there have been about seven apprenticeships. She noted that there has been a learning curve as the program is adapted to fit the apprenticeship opportunities in our area which are more travel and tourism oriented as opposed to the upstate and Charleston areas that have manufacturing interests such as BMW, Boing, and Volvo.

Turning to Marketing, Ms. Carns said the new TCL website went live about 10 days ago and is currently going through a quality check. At nearly 500 pages, each page has to be proofed so there is an ongoing process.

Moving on the Strategic Planning, Ms. Carns said that it was January 2020 when we started the process of developing a college wide five year strategic plan and that process was interrupted by the global pandemic. She said that we can be grateful that it was because we have learned so much; we see things differently and we identify opportunities that we didn't identify before. The process will begin again on June 8 with the Strategic Planning team and we hope to have the plan ready to present to the Commission in late fall 2021 or early 2022 so we as a college will know what the priority is in Arts and Sciences, in Continuing Education and so on. It will also help us when we're talking to people in the community and increasingly everyone has an idea for the Technical College of the Lowcountry. Many are good ideas but we can't do everything, and the strategic planning process gives us that conversation so when someone says *This is what I think you should do*, we can talk about what our priorities are and what we are doing. If everything is a priority, then nothing is a priority, and the Strategic Plan is a roadmap to being the best the institution can be and the instrument that will keep us focused on real priorities and achievable goals. Dr. Small noted that the Commission has not had the opportunity to have a retreat and engage in complementary strategic planning. Mr. Dolyniuk agreed, saying when the College's Strategic Plan is developed it will serve as the foundation that the Commission can look at from a high level and craft the Commission's Strategic Plan around. Ms. Darien asked Ms. Carns to expand on what she takes away from the pandemic experience that she wouldn't have known without it. Ms. Carns said one of the things that stands out is that the communication technology (i.e. Zoom) is a much more efficient tool that we would likely never have become so proficient in and the College's reach is increased exponentially because of it. Ms. Weber noted that the experience has had great positive impact for student services, most particularly that students can now make appointments on line, be reminded of their upcoming appointments with customized messages on their phones. Ms. Weber and Dr. Gough voiced appreciation for the CARES ACT funds and other opportunities that made the implementation of these new processes possible.

## ADMINISTRATIVE AFFAIRS

Vice President Hoffman greeted the Commission and began with a update on construction projects, beginning with the Culinary Institute of the South. The exterior masonry is complete to the roof line, the crane is on site moving the roof joists and beams, and hundreds of feet of duct work have been run. Window installation is scheduled for May 10. She encouraged the Commissioners to drop by the site on Buckwalter. Another construction project that will begin soon is the Health Science and Student Services project which is an update to buildings 2,4,6 and 8. Occupational therapy, patient care therapy, and physical therapy classroom and labs and a new pharmacy technician program will go in buildings 2 and 6. Building 9, currently called Moor Hall, will become The Hub and house all of student services under one roof. As part of the Title III grant, this renovation in essence creates the Guided Pathways.

VP Hoffman reported that TCL's request to sell the College owned rental properties is still making its way through state approvals.

Turning to the bookstore conversion to the College Store by Barnes & Noble, she said that the store will close on May 5 and will reopen to students, faculty, and staff as TCL College Store on May 10. Preparation is being made to adopt the B&N *First Day Complete* Textbook program which will streamline the costly and time consuming textbook purchasing process.

## Budget Update

VP Hoffman reported that the College is at a total of 65% of budget. She said she would expect closer to 75% so that is a clear demonstration of how seriously staff and faculty have taken to heart the current funding uncertainties and cut expenses down to the minimum.

At Dr. Gough's request, Ms. Hoffman reported on the CARES ACT disbursement of ~ \$1.2 million. These funds are tightly restricted with over half of that amount going to students. The other half was spent on the new technology and software VP Weber referred to with regard to Student Services and other items necessary as a direct result of adapting student services and course delivery during the pandemic.

## HUMAN RESOURCES

Ms. O'Neal reviewed the status of employee who are physically back on campus, and the process by which each employee's situation is evaluated, along with meeting the Governor's and the CDC current guidelines. She noted that, as Dr. Hardee said, TCL has not had many of the issues that some of the other Colleges have due to the continued, proactive responses and support offered to employees. She reported that there has been some turnover at TCL and across the board as many people took the opportunity during the pandemic to reevaluate their life and their careers. Ms. O'Neal spoke briefly of the HR initiative, Wellness Wednesday

which offers tips for physical and mental fitness as well as personal HR check ins with employees during this difficult time. She offered an over view of some of the activities the HR department has planned for the upcoming Public Servant Recognition week as proclaimed by Governor McMaster for the week of May 5,2021.

### SCATCC

Mr. Small told the Commision of an upcoming SCATCC Zoom Lunch and Learn highlighting the ReadySC initiative. The session is Thursday, April 29 at Noon. Zoom link information will be sent to the Commission.

Mr. Small informed the Commission of General Brown's award as Commissioner of the year ( to be presented in Febraury 2022 ) for the SC Technical College System. This had not been announced at this time and he asks that wait for the announcement from the

### PRESIDENT'S REPORT

Given the duration of the meeting and the great amount of informaiton share, Dr. Gough deferred his report.

### CHAIRMAN'S REPORT

Mr. Dolyniuk read the Resolution for Emeratis status for General Brown. All agreed on the words and format. Mr. Dolyniuk called for a motion to confirm the resolution for Chairman Emeritice. Ms. Darien made the motion which was seconded by Dr. Small. Motion carried. The resolution will be printed professional and signed by each Commissioner by a method yet decided due to changing COVD protocal.

Mr. Dolyniuk and the Commission discussed resuming face to face meetings and agreed on the possibilty of a June face to face with Zoom option and the probabily of resuming monthly meetings in the new fiscal year.

Mr. Dolyniuk addressed the open Beaufort County seat on the Commission and brought Dr. Rick Toomey's name forward. The Commission discused Dr. Toomey's qualifications and the breadth of his healthcare experience as an asset given the colleges the College's emphasis on Health Science. Mr. Dolyniuk called for a motion to submit Dr. Toomey to our Beaufort Delegation for appointment to the Commission. Ms. Darien made the motion which was seconded by Dr. Small. The motion carried.

Mr. Dolyniuk asked the Commissioners for thier thoughts on the election of officers and all agreed to postpone an election until the Commission is fully formed as soon after the beginning of the new fiscal year as is practiable.

**ADJOURNMENT**

Having no further business Mr. Dolyniuk adjourned the April 20, 2021 meeting of the Technical College of the Lowcountry Area Commission at 11:15 am.

Respectfully Submitted,

Ann Cullen

APPROVED:



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**Randy K. Dolyniuk**  
Vice Chairman, Acting Chairman



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**Sheree Darien, Secretary**

**ATTACHMENT A**

**EXECUTIVE SUMMARY  
CURRICULUM ITEMS  
April 2021**

This document contains twelve action items. The first section consists of Associate Degree program actions, the second section consists of Certificate program actions, and the third section consists of Course actions.

**I. ASSOCIATE DEGREE PROGRAM ACTIONS:**

Request for addition of two (2) degree programs:

**1. Associate in Applied Science, Accounting**

The Accounting Associate Degree program is designed to build foundational accounting, business management, ethics, and critical thinking skills to prepare students to enter the workforce, obtain certifications, or transfer into a bachelor's program. The curriculum encompasses different aspects of accounting, from financial and managerial accounting to payroll, taxes, auditing, and the professional software used in these applications. Graduates find work as an accounting technician, auditing clerks, bookkeepers, payroll clerks, and tax preparers.

Benefits to students:

- a. The degree program will have two pathways: Tax Accounting and Bookkeeper.
- b. Several SCTC offer an Associate Degree program in Accounting.

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- \*Aiken Technical College 69 credits
- \*Central Carolina Technical College 63 credits

- \*Spartanburg Community College 67 credits
- \*Trident Technical College 63 credits.

- c. The Advisory Committee voted to approve this proposed degree program.
- d. The accounting faculty and the academic division Dean have identified a need for this degree.
- e. This new degree offering, will allow students to start the program in an Associate Degree with opportunity to move into a 4-year program or begin their careers after graduation at TCL. The accounting instructor identified an increase in students requesting the option to enroll in an Associate Degree, Accounting program during student advisement meetings.

Commission action needed: Approval to ACCEPT the Associate in Applied Science, Accounting program to the Business curricula.

### **2. Associate in Applied Science, Surgical Technology**

- a. The Surgical Technology accreditation agency, ARC-STSA is requiring this program.
- b. Tri-County Technical College offers an Associate Degree program in Surgical Technology.
- c. The Surgical Technology faculty and the academic division dean have identified a need for this degree.
- d. Over the past several semesters, a pattern has emerged whereby students are requesting the option to enroll in an Associate Degree, Surgical Technology program. Student numbers have increased as the instructor presents the degree option to students during advisement.

Commission action needed: Approval to ACCEPT the Associate in Applied Science, Surgical Technology program to the Health Sciences curricula.

Request for deletion of one (1) degree program:

### **3. Associate in Applied Science, Business Administration, Golf Management Pathway**

When Hilton Head Island and the surrounding area was developed with resorts with golf courses, there was a need for golf management and instruction. Since that time, fewer golf courses have emerged, the market became saturated, and the demand has dwindled. This certificate pathway is no longer a popular career choice leading to gainful employment.

Commission action needed: Approval to CANCEL the Associate in Applied Science, Business Administration, Golf Management Pathway program to the Business Administration curricula.

## **II. CERTIFICATE PROGRAM ACTIONS:**

Request for cancellation of eight (8) certificate programs:

### **4. Certificate in Applied Science, Basic Audio-Visual Production Technician**

The Basic Audio-Video Production Technician certificate program was designed (2009) to provide the skills needed for audio/video production, digital production for radio, TV, large scale digital storage, or internet presentations. The job market no longer supports these types of A/V technology skills. The certificate program is now in cancellation status with the SC State Technical College System and the state has requested completion of the termination form for their records.



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Commission action needed: Approval to CANCEL the Certificate in Applied Science, Basic Audio-Visual Production Technician program to the Industrial Technologies/Electronics curricula.

### **5. Certificate in Applied Science, Cyber Crimes Investigation**

At the time when the Cyber Crimes Investigation certificate program was approved (2016), cyber crimes and cyber criminals were the largest growing criminal population. Since that time, solving cyber crimes is no longer as popular as preventing cyber crimes via cyber security. Students are now interested in becoming gainfully employed in industry (cybersecurity at Boeing), engineering (cyber assessment & authorization), and government (communications, simulation, electronics). The certificate program is now in cancellation status with the SC State Technical College System and the state has requested completion of the termination form for their records.

Commission action needed: Approval to CANCEL the Certificate in Applied Science, Cyber Crimes Investigation program to the Business/Criminal Justice curricula.

### **6. Certificate in Applied Science, Advanced Healthcare Case Management**

The Advanced Healthcare Case Management Certificate program was created to qualify students for employment in the Call Center at Evicore. Since 2016, twenty-two students completed the certificate and one student was employed by Evicore. There are no currently enrolled students in the program.

Commission action needed: Approval to CANCEL the Certificate in Applied Science, Advanced Healthcare Case Management program to the Business Technologies/Administrative Office Technology curricula.

### **7. Certificate in Applied Science, Computer Applications**

### **8. Certificate in Applied Science, Database**

### **9. Certificate in Applied Science, Database/Reports for Electronic Health Records**

### **10. Certificate in Applied Science, Help Desk Management**

### **11. Certificate in Applied Science, Networking for Electronic Health Records**

The Computer Technology Advisory Committee recommends the cancellation of these certificates. These certificates no longer prepare students for industry certifications. The computer technology department is in the process of updating existing certificate programs and creating certificate programs. The new certificate programs will provide technical skills for high wage, high skill, high demand jobs in the workforce.

Commission action needed: Approval to CANCEL the five (5) Certificate in Applied Science computer programs to the Business/Computer Technology curricula.

Request for addition of one (1) new certificate program:

### **12. Certificate in Applied Science, Supply and Logistics**

South Carolina is home to a robust network of airports, seaports, and major railways and highways. A 2020 SC Logistics Study, completed through the University of South Carolina, presented an overall increase in economic impact of over 4%, employment growth exceeding 7%, and an impressive wage increase across the cluster. For employees in embedded logistics (those logistics functions existing within a firm in service of that firm's operations), the average annual wage is \$76,592, nearly 70% higher than the state average. The Certificate in Applied Science, Supply and Logistics program will give students a basic understanding and skills to work in fields of materials and operations management, warehousing, purchasing, transportation and international trade. Students interested in the certificate will gain skills needed in the areas of distribution, transportation operations, warehousing and materials, and inventory management for both manufacturing and non-manufacturing operations. The program's overall goal is to provide professional certifications in logistics and materials management. Students will be prepared to take the nationally recognized Certified Logistics Technician Certificate (CLT) exam.

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Commission action needed: Approval to APPROVE the Certificate in Applied Science, Supply and Logistics program to the Business/Industrial curricula.

**III. COURSE ACTIONS**

Request for cancellation of four (4) courses:

**Arts and Sciences:**

- 13. ENG 032, Developmental English, 3 credits
  - ENG 012, Developmental English Workshop, 1 credit
  - RDG 032, Developmental Reading, 3 credits
  - RDG 012, Developmental Reading Workshop, 1 credit

A system-wide review to shorten pre-gateway tracks in post-secondary institutions and to promote student success has been ongoing for several years. Removing the four Developmental Education courses listed above will allow students to go straight into 100-level Developmental Education coursework, ENG 100 (Intro to Composition) and RDG 100 (Critical Reading) courses. The ENG 100 and RDG 100 coursework has been revised to contain necessary content previously taught in ENG and RDG 032. Streamlining pre-gateway coursework allows students to gain needed academic skills and decrease time to degree and is shown to increase student persistence and success.

**PROPOSED NEW DEGREE PROGRAM Fall 2022**

**ASSOCIATE IN APPLIED SCIENCE, ACCOUNTING DEGREE**

<b>A.</b>	<b>REQUIRED MAJOR COURSES</b>	<b>27 Cr.</b>
ACC 101	Accounting Principles I	3 Cr.
ACC 102	Accounting Principles II	3 Cr.
ACC 150	Payroll Accounting	3 Cr.
ACC 240	Computerized Accounting	3 Cr.
BUS 101	Introduction to Business	3 Cr.
BUS 121	Business Law I	3 Cr.
CPT 101	Introduction to Computers	3 Cr.
MKT 101	Marketing	3 Cr.
MGT 101	Management	3 Cr.
<b>B.</b>	<b>REQUIRED BOOKKEEPER COURSES</b>	<b>12 Cr.</b>
ACC 201	Intermediate Accounting	3 Cr.
ACC 230	Cost Accounting	3 Cr.
ACC 260	Auditing	3 Cr.
ACC 291	Certified Bookkeeper Review	3 Cr.
<b>C.</b>	<b>REQUIRED TAX COURSES</b>	<b>12 Cr.</b>
ACC 120	Federal Income Tax	3 Cr.
ACC 124	Individual Tax Procedures	3 Cr.
ACC 224	Business Taxation	3 Cr.
BAF 101	Personal Finance	3 Cr.
<b>D.</b>	<b>ACCOUNTING ELECTIVES</b>	<b>6 Cr.</b>
ACC 110	Accounting for Entrepreneurs	3 Cr.
ACC 124	Individual Tax Procedures	3 Cr.
ACC 120	Federal Income Taxes	3 Cr.
ACC 201	Intermediate Accounting I	3 Cr.
ACC 224	Business Taxation	3 Cr.
ACC 230	Cost Accounting I	3 Cr.
ACC 260	Auditing	3 Cr.

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ACC	265	Not-for-Profit Accounting	3 Cr.
ACC	291	Certified Bookkeeper Review	3 Cr.

BAF	101	Personal Finance	3 Cr.
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**E. GEN. ED. REQUIREMENTS 15 Cr.**

ENG	101	English Composition I	3 Cr.
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ECO	210	Macroeconomics	3 Cr.
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***		Humanities Elective	3 Cr.
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*Select one of the following:*

MAT	110	College Algebra	3 Cr.
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MAT	120	Probability & Statistics	3 Cr.
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MAT	122	Finite College Math	3 Cr.
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*Select one of the following:*

PSY	201	General Psychology	3 Cr.
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SOC	101	Introduction to Sociology	3 Cr.
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**Total Credits 60.0****PROPOSED NEW DEGREE PROGRAM Fall 2022****ASSOCIATE IN APPLIED SCIENCE, SURGICAL TECHNOLOGY DEGREE****A. REQUIRED MAJOR COURSES 33 Cr.**

AHS	121	Basic Pharmacology	2 Cr.
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SUR	101	Introduction to Surgical Technology	5 Cr.
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SUR	103	Surgical Procedures I	4 Cr.
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SUR	104	Surgical Procedures II	4 Cr.
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SUR	107	Specialty Procedures	3 Cr.
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SUR	110	Introduction to Surgical Practicum	5 Cr.
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SUR	112	Surgical Practicum I	4 Cr.
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SUR	113	Advanced Surgical Practicum	6 Cr.
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**B. REQUIRED RELATED COURSES 14 Cr.**

AHS	102	Medical Terminology	3 Cr.
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SUR	123	Sterile Processing Technology	3 Cr.
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SUR	125	Sterile Processing Practicum	5 Cr.
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AHS	130	Surgical Environment/Health Professionals	3 Cr.
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**C. GENERAL EDUCATION REQUIREMENTS 20 Cr.**

BIO	210	Anatomy & Physiology I	4 Cr.
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BIO	211	Anatomy & Physiology II	4 Cr.
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ENG	101	English Composition I	3 Cr.
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MAT	110	College Algebra	3 Cr.
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PSY	201	General Psychology	3 Cr.
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***		Humanities Elective	3 Cr.
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**Total Credits 67.0**

**PROPOSED NEW CERTIFICATE PROGRAM Fall 2021**

**CERTIFICATE IN APPLIED SCIENCE, SUPPLY AND LOGISTICS**

<u>Title</u>		<u>Course Name</u>	<u>Credit</u>
CPT	170	Microcomputer Applications	3 Cr.
LOG	110	Introduction to Logistics	3 Cr.
LOG	111	Warehouse and Distribution Center Operations	3 Cr.
LOG	113	Material Handling Technology	3 Cr.
LOG	125	Transportation Logistics	3 Cr.
LOG	215	Supply Chain Management	<u>3 Cr.</u>

**Total Semester Credit Hours Required** **18.0**

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