



EXHIBIT "E"

OFFICE OF THE PRESIDENT

Item 7.1

PRESENT TO BOARD: MARCH 25, 2026

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: CURRICULUM PROPOSALS

Approval is requested for the following curriculum proposals:

I. PROGRAM REVISIONS

Request approval to revise the Medical Administrative Specialist program's course structure by replacing MEA 0310C with OTA 0013; the coursework for MEA 0310C will be moved to the OTA 0943 internship/externship course. Most students enrolled in MEA 0310C are under 18 and therefore cannot complete an off-site internship/externship. By integrating the simulation into the OTA 0943 course, these students can complete relevant coursework that will either replace or supplement their internship/externship experience. This change does **not** affect the overall length of the program. The revision will take effect in Fall 2026 (202710).

➤ **#3360 Medical Administrative Specialist CC**

- Replace MEA 0310C Occupational Medical Office Procedures with Simulation (48 cont. hrs.) with OTA 0013 Occupational Customer Relations (48 cont. hrs.); and move coursework to OTA 0943 Occupational Office Internship/Externship

Request approval to revise the Dental Hygiene program's Application Requirements. The application committee has recommended removing the ATDH exam from the application requirements and replacing it with the Kuder Journey Career Assessment. This recommendation is based on the fact that the ATDH exam is administered only at Prometric professional-level testing centers, and the SFSC testing center is not certified to offer the exam. There is no change to the program length. The revision will take effect in Spring 2026 (202620).

➤ **#1640 Dental Hygiene AS**

- Remove **ATDH Test** and replace with **the Kuder Journey Career Assessment**
- Remove the **ATDH scores** and replace with **Complete Kuder Journey Career Assessment (10 Points Possible)**

Request approval to add application requirements to the following career certificate programs for two reasons: (1) to increase demand by placing a system that ensures enrolled students are well positioned to successfully complete the programs; and (2) to comply with CTE audit requirements by verifying that enrolled students are capable of completing the programs and obtaining employment in the related industries. This addition does not affect the overall program lengths and will take effect in Fall 2026 (202710).

**SUGGESTED MOTION:**

**Move to approve the curriculum proposals as presented.**