Degrees & Certificates Committee

A Standing Committee of the Education Advisory Council

Wednesday, March 12, 2025 | 2pm to 4pm Virtual
Meeting via Zoom

Minutes

Committee – Voting Members					
✓	Jon Briggs		Ben Foster	✓	Adrian Rodriguez (Chair)
	Kristin Bryant		Amanda Gallo	✓	Julianne Sandlin
✓	Laurie Chadwick	✓	Janeen Hull	✓	Irene Seto
✓	Pat Cottrill		CJ Luteli		
✓	Beth Fitzgerald	✓	Elizabeth McGlasson		
Committee Support – Non-Voting Members					
✓	Katelyn Goslin	✓	Jessica Morfin	✓	Edmond Wong
✓	Anne Haberkern		Nikki Patterson		
✓	Stacey Holland	✓	Carmen Seto		
Guests					
Stephen Best (FP)		Aisling Krueger (AVS)		Michael Reis (Executive Dean)	
Anthony Hunt (Manager)		Jim Parks (CJA)			
Kory Kramer (DST)		Jen Piper (Pathway Dean)			

Notes: **Directions for Accessing CourseLeaf:** Log into MyPCC, go to the Faculty tab, select the "Electronic Approval Queue" link under the Faculty Tools menu, and then select "Degrees and Certificates Committee Chair" in the drop-down menu.

Business Items

Credential	Recommend	Recommend w/ amendments	Postpone
1. AAS-ACCT: Accounting AAS Degree – *Represented by: Irene Seto*	✓		
2. AAS-AVSH: Helicopter AAS Degree – *Represented by: Aisling Krueger*	✓		
3. AAS-CJA: Criminal Justice AAS Degree – *Represented by: Jim Parks*	✓		

4. AAS-DST: Diesel Service Technology AAS Degree – *Represented by: Kory Kramer*	✓		
5. AAS-FP: Fire Protection Technology AAS Degree – *Represented by: Stephen Best*	✓		
6. AAS-MGMT: Management AAS Degree – *Represented by: Irene Seto*	✓		
7. AAS-MKTG: Marketing AAS Degree – *Represented by: Irene Seto*	✓		
8. ACERT-ACC: Accelerated Accounting < 1 Year Certificate – *Represented by: Irene Seto*	✓		
9. ACERT1-AC: Accounting Clerk One-Year Certificate – *Represented by: Irene Seto*	✓		
10. ACERT1-MKTG: Marketing One-Year Certificate – *Represented by: Irene Seto*	✓		
11. ACERT2-DST: Diesel Service Technology 2-Year Certificate – *Represented by: Kory Kramer*	✓		
12. ACERTP-ACCL: Entry Level Accounting Clerk < 1 Year Certificate – *Represented by: Irene Seto*	✓		
Standing Policies			
None			

Consent Agenda

Credential	SAC
None	
Inactivation	
None	
Focus Awards	
None	

Business Items

    Credential

AAS-ACCT: Accounting AAS Degree
- BA 216A has been replaced with BA 169Z due to CCN.
- Changed BA 206 from 3 to 4 credits.
- Changed BA 228 from 3 to 4 credits.
- Total degree credits increased from 91 credits to 94 credits.

AAS-AVSH: Helicopter AAS Degree

- Changed AVS 117 from 4 to 3 credits.
- Total degree credits decreased from 96 to 94 credits.

AAS-CJA: Criminal Justice AAS Degree

- Moved CJA 211 from required course to elective course.
- Added three additional credits to Justice Studies Degree Electives.

AAS-DST: Diesel Service Technology AAS Degree

- Removed DS 103 AND 203.
- Added DS 110.

AAS-FP: Fire Protection Technology AAS Degree

- Added FP 203 and FP 204.
- Total degree credits increased from 91 to 95 credits.

AAS-MGMT: Management AAS Degree

- BA 216A replaced with BA 169Z due to CCN.
- Changed BA 206 from 3 to 4 credits.
- Total degree credits increased from 91 to 92 credits.

AAS-MKTG: Marketing AAS Degree

- BA 216A replaced with BA 169Z due to CCN.

ACERT-ACC: Accelerated Accounting < 1 Year Certificate

- BA 216A has been replaced with BA 169Z due to CCN.
- Changed BA 228 from 3 to 4 credits.
- Total certificate credits increased from 31 to 32 credits.

ACERT1-AC: Accounting Clerk One-Year Cert

- BA 216A has been replaced with BA 169Z due to CCN.
- Changed BA 228 from 3 to 4 credits.
- Total certificate credits increased from 49 to 50 credits

ACERT1-MKTG: Marketing One-Year Certificate

- BA 216A has been replaced with BA 169Z due to CCN.

ACERT2-DST: Diesel Service Technology 2-Year Certificate

- Removed DS 103 AND 203.
- Added DS 110.

ACERTP-ACCL: Entry Level Accounting Clerk < 1 Year Certificate

- Changed BA 228 from 3 to 4 credits.
- Total certificate credits increased from 14 to 15 credits.

Standing Policies

- None

Consent Agenda

Credential

- Approved

Inactivation

- None

Focus Awards

- None

Reports

EAC: Stacie Williams

- To review the latest EAC news, visit: https://spaces.pcc.edu/pages/viewpage.action?spaceKey=EAC&title=Educational+Advisory+Council+%28EAC%29+Home

TLCI: Anne Haberkern

- No report

Discussion

Degree Mapping – Jen Piper and Anthony Hunt

Jean Flores, Anthony Hunt, and Jen Piper are co-chairs of this project that started in fall 2024. There are three phases, and we are entering phase two. Phase one focused on creating one to three program maps in each pathway during fall 2024, with pathway teams helping throughout this process. Program maps will be created for all CTE degrees and certificates (AAS and certificates that are between one to two years). We are also mapping all LDC areas to the AGS and the CTM.

PCC currently has 174 degrees and certificates, with 122 listed courses and 52 sequenced courses. 19 maps have been completed so far, and the goal is to have all maps completed by fall 2026. Phase three will examine how these degree maps can be integrated into the advising system, but is not meant to replace advising since students have different needs and goals. These degree maps will eventually be put on the PCC website and will be student-facing.

Key phrases:

- Pathway teams - Made up of staff from academic affairs and student affairs with focus on implementation and continued improvement of guided pathways.
- Program map - A roadmap for student use that clearly explains how to complete a certificate and/or degree at Portland Community College. It is made up of two components:

I. A sequenced set of courses required for completion.

II. Any co-curricular milestones (advising checkpoints, internship/job-related experiences, or any other activities outside of required coursework) that are required or strongly encouraged for a student to be successful in their chosen program.

DAC Update – Adrian Rodriguez

Adrian is now the only FT faculty in his department, he will be stepping down as DAC chair. Anyone who is interested in being the DAC chair can reach out to him, even if they are not currently a member of the committee.