

Degrees and Certificates Agenda
November 4th, 2009
2pm-4pm
Conference Room A

2: 00 Old Business:

Approval of October Minutes

2: 10 New Business:

- **Adult High School Diploma** – Linda Huddle
We need to review the Adult High School Diploma. We would be building on the work done this summer by a group that included some of the Degree and Certificate Committee members. This new group would include a group of faculty to help review course outcomes to see if the old courses and any new courses meet the outcomes to be included in the credit to unit course transfer for the Adult High School Diploma . Linda and I suggest a committee composition of Linda Huddle Director of Alternative programs, Steve Smith Director, Curriculum Support Services, Academic Advisor for High School programs, Writing/Reading faculty, Social Sciences faculty, Science/Math faculty
-
- Academic Handbook
- 300-400 Level Classes
- AS Degree-Jessica Morfin

3:00 Revision: BA Management AAS-Diana Ellis: The BA SACC's request is to swap Introduction to Economics EC 200 to EC 201 Principles of Economics: Microeconomics or EC 202 Principles of Economics: Macroeconomics. Currently the AAS Management Degree requires Introduction to Economics EC 200.

3:15 New Gerontology: End of Life Care and Support Career Pathway Certificate-Jan Abushakrah

There is an identified need to provide a career pathway certificate that will advance the knowledge and develop the skills of caregivers, aging services professionals and family members in supporting persons approaching the end of life. The certificate provides a career development pathway for direct care workers and career enhancement for healthcare, social services, fiduciary and financial services, and other professionals.

Revision: Gerontology: Activity Assistant Career Pathway Certificate-Jan Abushakrah- GRN282

Gerontology Professional Seminar is being added to provide better guidance for certificate earners in preparing for and finding jobs in the field.

Revision: Gerontology: Activity Consultant Career Pathway Certificate-Jan Abushakrah- GRN282

Gerontology Professional Seminar is being added to provide better guidance for certificate earners in preparing for and finding jobs in the field.

Revision: Gerontology: Horticultural Therapy Career Pathway Certificate-Jan Abushakrah- GRN282

Gerontology Professional Seminar is being added to provide better guidance for certificate earners in preparing for and finding jobs in the field.

Revision: Gerontology: Advanced Behavioral and Cognitive Care Career Pathway Certificate-Jan

Abushakrah- GRN282 Gerontology Professional Seminar is being added to provide better guidance for certificate earners in preparing for and finding jobs in the field. GRN 240 Care and Service coordination is being added to enhance the professional skill level in coordinating care and service issues for patients or clients with dementia or cognitive decline.

Revision: Gerontology: Activity Director Career Pathway Certificate-Jan Abushakrah-- GRN282

Gerontology Professional Seminar is being added to provide better guidance for certificate earners in preparing for and finding jobs in the field.

4:00 New Fitness Technology: Healthy Older Adult Fitness Career Pathway Certificate-Janeen Hull:

Students in this certificate of completion program will be trained by PCC to teach fitness to healthy older adults. NOTE: Teaching older adults with clinical conditions will require further education, training, and/or certification.

3:45 Consent Agenda

- **Gerontology-AAS Degree-**

Addition of the following courses to the Gerontology Degree Electives list:

1. GRN 131 Hospice Basics
2. GRN 233 Supporting End of Life
3. GRN 237 End of Life Therapies
4. GRN 238 Guardian Conservator Training
5. GRN 240 Care and Service Coordination

- **Gerontology: Gerontology Career Pathway Certificate-**

Addition of the following courses to the Gerontology Career Pathway Certificate Electives list

1. GRN 131 Hospice Basics
2. GRN 233 Supporting End of Life
1. GRN 237 End of Life Therapies
2. GRN 238 Guardian Conservator Training
3. GRN 240 Care and Service Coordination



**ASSOCIATE OF APPLIED SCIENCE
DEGREE
REVISION REQUEST FORM**

**Directions: Fill out completely and
return electronically to:
dac@pcc.edu
Signature pages should be intercampus mailed
to:
Curriculum Office RC 5/115**

SECTION # 1 OVERVIEW

Current Title:	Management AAS	Proposed Title:	No Change
Current Credits:	91 credits	Proposed Credits:	No Change
Overview and rationale for proposed changes:	<p>The BA SACC's request is to swap Introduction to Economics EC 200 to read 'Principles of Economics: Microeconomics EC 201 <u>or</u> Principles of Economics: Macroeconomics EC 202'. Currently the AAS Management Degree requires Introduction to Economics EC 200. Many of our students begin their college work majoring in AAS Management and then change their major to AAS Accounting. Those students who have taken Introduction to Economics EC 200 are not able to use it for the AAS Accounting Degree as the AAS Accounting Degree requires Principles of Economics: Microeconomics EC 201 and Principles of Economics: Macroeconomics EC 202. We feel this change is needed to better serve our students.</p>		
List of specific changes that are being proposed (i.e. may include, addition or deletion of courses, title changes, credit changes, prerequisite changes, outcome changes, course changes, etc).	<p>1.Remove EC 200 Introduction to Economics requirement 2. Add EC 201 Principles of Economics: Microeconomics or EC 202 Principles of Economics: Macroeconomics</p>		

SECTION # 2 REVISION AREAS

Does the revision impact PCC Core Outcomes which the degree supports?

☐ Yes ☒ No

SECTION # 3 PREREQUISITES AND OUTCOMES

<p>Current Prerequisites</p>

Does the revision involve changing degree prerequisites?

☐ Yes☐ No

Course Number

Course Title or Placement level

Proposed Prerequisites

Course Number

Course Title or Placement level	
---------------------------------	--

Current Outcomes:
Required whether or not
outcomes are being
changed.

Does the revision involve changing degree outcomes?

☐ Yes ☒ No

☐ Yes ☒ No

1. Communicate effectively with customers, suppliers, employees, and other stakeholders, using standard business terminology.
2. Analyze business situations and evaluate possible solutions in the context of the business setting.
3. Work effectively in a team or group setting,
4. Demonstrate an understanding of the management process.
5. Demonstrate basic computer competency.
6. Demonstrate an understanding of the legal, ethical, and economic environment of business organizations.

Proposed Outcomes:					
1. 2. 3.					

SECTION # 3 COURSE BY COURSE COMPARISON						
CURRENT DEGREE INFORMATION			PROPOSED DEGREE INFORMATION			
COURSE NUMBER	COURSE TITLE	CREDITS	COURSE NUMBER	COURSE TITLE	CREDITS	
EC 200	Introduction to Economics (Remove)	4	EC 201	Principles Of Economics. – Microeconomics <u>or</u> (Add)	4	
			EC 202	Principles of Economics – Macroeconomics (Add)	4	
BA 101	Introduction to Business	4	BA 101	Introduction to Business	4	
WR 121	English Composition	4	WR 121	English Composition	4	
BA 111	Introduction to Accounting	3	BA 111	Introduction to Accounting	3	
CAS 121	Beginning Keyboarding OR	3	CAS 121	Beginning Keyboarding OR	3	
CAS 122	Intermediate Keyboarding	3	CAS 122	Intermediate Keyboarding	3	
BA 211	Principle of Accounting I	3	BA 211	Principle of Accounting I	3	
CAS 216	Beginning Word OR	3	CAS 216	Beginning Word	3	
CAS 217	Intermediate Word	3	CAS 217	Intermediate Word	3	
BA 223	Principles of Marketing	3	BA 223	Principles of Marketing	3	
BA 131	Computer In Business	4	BA 131	Computer In Business	4	
BA 212	Principles of Accounting II	3	BA 212	Principles of Accounting II	3	
BA 206	Management Fundamentals	3	BA 206	Management Fundamentals	3	
BA 205	Solving Communication Problems with Technology	4	BA 205	Solving Communication Problems with Technology	4	

CAS 170	Beginning Excel OR	3	CAS 170	Beginning Excel OR	3
CAS 171	Intermediate Excel	3	CAS 171	Intermediate Excel	3
OS131	Ten Key	1	OS131	Ten Key	1
BA 224	Human Resource Management	3	BA 224	Human Resource Management	3
BA 226	Business Law	4	BA 226	Business Law	4
BA 285	Human Relations in Organizations	3	BA 285	Human Relations in Organizations	3
	CAS/OS Electives	9		Management CAS/OS Electives	9
	Business Electives	15		Management Business Electives	15
	Remaining General Education	12		Remaining General Education	12
	Credit Total	91		Credit Total	91

SECTION # 4 (Please contact the Curriculum Office for support in filling out this section if needed.)

Is this a statewide degree?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Has the change been approved by the consortium?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Are there any career pathway(s) or related certificates attached to this degree?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is this a degree option?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, name of the base degree:			
If yes, name of career pathway(s) or related certificate			Requested implementation date:	Fall 2010	
Submitted By:		Diana Ellis			
Email:		dellis@pcc.edu			

Next steps:

1. Save the completed Associate of Applied Science Revision Request Form and submit as an e-mail attachment to dac@pcc.edu.
2. Download and print the Associate of Applied Science Revision Signature Page Form and obtain the appropriate signatures.

3. Staple the signed Associate of Applied Science Signature Page Form to a hard copy of the Associate of Applied Science Revision Request Form (electronic version has already been sent in step one). Send both forms to Curriculum Office, Rock Creek Campus, Building 5, Room 114 via campus mail.



**NEW
CERTIFICATE REQUEST FORM**

**Directions: Fill out completely and
return electronically to:
dac@pcc.edu
Signature pages should be intercampus mailed
to:
Curriculum Office RC 5/115**

SECTION # 1 OVERVIEW

Proposed Title:	Gerontology: End of Life Care and Support Career Pathway Certificate	Proposed Credits:	36
Reason for new certificate:	There is an identified need to provide a career pathway certificate that will advance the knowledge and develop the skills of caregivers, aging services professionals and family members in supporting persons approaching the end of life. The certificate provides a career development pathway for direct care workers and career enhancement for healthcare, social services, fiduciary and financial services, and other professionals.		
Impact on other areas of instruction: Have you talked to other area SACs? If yes, explain:	X Yes <input type="checkbox"/> No	Explain: We have collaborated with the Paralegal Studies Program in the development of a required course, GRN238 Guardian-Conservator Training, and if a new course on Elder Law is developed in Paralegal Studies, it may become a required or elective course for this certificate.	Has certificate been validated by the Advisory Committee? X Yes <input type="checkbox"/> No

SECTION # 2 PREREQUISITES AND OUTCOMES

PROPOSED PREREQUISITES

Course Number	Course Title or Placement level	Credits
RD115	College Reading (or placement or instructor permission)	3
WR115	Intro to Expository Writing (or placement or instructor permission)	4
MTH20	Basic Math (or placement or instructor permission)	4

PROPOSED OUTCOMES		
<p>1. Guide family members and dying persons through the end of life process, including social, psychological, medical, financial, legal, and spiritual issues related to care and support.</p> <p>2. Assess and document the care and support needs and assets of the dying person, their family and social support network; communicate and collaborate with all related parties; and facilitate access to appropriate resources, while working with other professionals and with diverse stakeholders in a coordinated care and support plan.</p> <p>3. Apply best practices of person-centered and directed care and support, and adhere to professional and ethical standards in supporting the dying person, and working effectively with all stakeholders, including legal, medical, financial, insurance, relevant government programs, and other professionals, as well as family and the dying person's social support network.</p>		
Proposed Certificate addresses the following Core PCC Outcomes: (Check all that apply)	X Communication X Community and Environmental Responsibility X Critical Thinking and Problem Solving X Cultural Awareness X Professional Competence X Self Reflection	

SECTION # 3 COURSEWORK		
PROPOSED CERTIFICATE COURSEWORK		
COURSE NUMBER	COURSE TITLE	CREDITS
GRN181	Exploring the Field of Aging	2
PHL207	Ethical Issues in Aging	4
SOC223	Sociology of Aging	4
SOC231	Sociology of Health & Aging	4
SOC232	Death & Dying: Culture & Issues	4
GRN131	Hospice Basics	1
GRN233	Supporting End of Life	4
GRN237	End of Life Therapies	1

GRN238	Guardian-Conservator Training	3
GRN240	Care and Service Coordination	3
GRN280B	Gerontology Internship Seminar	1
GRN280A	Gerontology Internship	4
GRN282	Gerontology Professional Seminar	1
	Credit Total	36

SECTION # 4 (Please contact the Curriculum Office for support in filling out this section if needed.)

Is this a Statewide Certificate?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Has the certificate been approved by the consortium?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Requested implementation date:	N/A
----------------------------------	---	--	---	--------------------------------	-----

Certificates 45 credits or more require related instruction. Fill out a Template for Related Instruction located at:
<http://www.pcc.edu/recourses/academic/eac/degree/forms.html>

List any stand alone Related Instruction courses:	
Submitted By:	Jan Abushakrah
Email:	jabushak@pcc.edu

Next steps:

1. Save the completed New Certificate Request Form and submit as an e-mail attachment to dac@pcc.edu.
2. Download and print the New Certificate Signature Page Form and obtain the appropriate signatures.
3. Staple the signed New Certificate Signature Page Form to a hard copy of the New Certificate Request Form (electronic version has already been sent in step one). Send both forms to Curriculum Office, Rock Creek Campus, Building 5, Room 114 via campus mail.



**CERTIFICATE
REVISION REQUEST
FORM**

**Directions: Fill out completely and
return electronically to:
dac@pcc.edu
Signature pages should be intercampus mailed to:
Curriculum Office RC 5/115**

SECTION #1 OVERVIEW

Current Title:	Gerontology: Activity Assistant Career Pathway Certificate	Proposed Title:	Same
Current Credits:	23	Proposed Credits:	24
Overview and rationale for proposed changes:	GRN282 Gerontology Professional Seminar is being added to provide better guidance for certificate earners in preparing for and finding jobs in the field.		
List of specific changes that are being proposed i.e. may include, addition or deletion of courses, title changes, credit changes, prerequisite changes, outcome changes, course changes etc.	1. Add GRN282 (1 credit)		
Requested Implementation Term (Please refer to Degree/Certificate timeline implementation guidelines)	Please contact the Curriculum Office for guidelines on proposed timelines for changes	Fall 2010	

SECTION #2 REVISION AREAS

Prerequisites

Current Prerequisites	Does the revision involve changing certificate prerequisites?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Course Number	Course Title or Placement level		

Proposed Prerequisites

Course Number	Course Title or Placement level	

Outcomes

Current Outcomes: Required whether or not outcomes are being changed.	Does the revision involve changing certificate outcomes?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
--	---	---

List outcomes:

- Work effectively as an activity professional with diverse groups of older adults in long term care, adult daycare and community settings
- Design and implement appropriate activity plans, using State and CMS required assessment and documentation
- Meet eligibility standards for certification by the National Certification Council of Activity Professionals as an Activity Assistant Certified, when combined with continuing education and work experience criteria

- 1.
- 2.
- 3.

Proposed Outcomes:

☐ Yes ☒ No

Related Instruction

Does the revision involve changing or adding Related Instruction?

☐ Yes ☒ No

If yes, a template for Related Instruction will need to be filled out. The template can be found at:
<http://www.pcc.edu/resources/academic/eac/degree/forms.html>

Additional Comments Or Changes

SECTION #3 COURSE BY COURSE COMPARISON

Current Certificate Information			Proposed Certificate Information		
Course Number	Course Title	Credits	Course Number	Course Title	Credits
GRN181	Exploring the Field of Aging	2	GRN181	Exploring the Field of Aging	2
SOC223	Sociology of Aging	4	SOC223	Sociology of Aging	4
HE250 or	Personal Health or	3	HE250 or	Personal Health or	3
HPE295	Health and Fitness for Life	3	HPE295	Health and Fitness for Life	3
GRN165	Basic Activity Director Training	2	GRN165	Basic Activity Director Training	2
GRN265	Activity Professional Training I	3	GRN265	Activity Professional Training I	3
GRN280B	Gerontology Internship Seminar	1	GRN280B	Gerontology Internship Seminar	1
GRN280A	Gerontology Internship	4	GRN280A	Gerontology Internship	4
WR121	English Composition	4	WR121	English Composition	4
			GRN282	Gerontology Professional Seminar (Add)	1
	Credit total	23		Credit total	24

SECTION #4 (Please contact the Curriculum Office for support in filling out this section)

Is this a Related Certificate?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Is this a Career Pathway?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, what is the base degree?	Gerontology AAS Degree		Will the proposed change affect the Career Pathway or Related Certificate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, how?	Add 1 credit		
Is this a statewide certificate?		If yes, has the change been approved by the consortium?	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Submitted by:	Jan Abushakrah
Email:	jabushak@pcc.edu
Phone:	503 977-4077

Next steps:

1. Save the completed Associate of Applied Science/Certificate Revision Request Form and submit as an e-mail attachment to dac@pcc.edu
2. If needed, attach the Related Instruction Form to the same e-mail.
3. Download and print the Associate of Applied Science/Certificate Revision Signature Page Form and obtain the appropriate signatures.
4. Staple the signed Associate of Applied Science/Certificate Revision Signature Page Form to a hard copy of the Associate of Applied Science/Certificate Revision Request Form (electronic version has already been sent in step one). Send both forms to Curriculum Office, Rock Creek Campus, Building 5, Room 114 via campus mail.



**CERTIFICATE
REVISION REQUEST
FORM**

**Directions: Fill out completely and
return electronically to:
dac@pcc.edu
Signature pages should be intercampus mailed to:
Curriculum Office RC 5/115**

SECTION #1 OVERVIEW

Current Title:	Gerontology: Activity Consultant Career Pathway Certificate	Proposed Title:	Same
Current Credits:	20	Proposed Credits:	21
Overview and rationale for proposed changes:	GRN282 Gerontology Professional Seminar is being added to provide better guidance for certificate earners in preparing for and finding jobs in the field.		
List of specific changes that are being proposed i.e. may include, addition or deletion of courses, title changes, credit changes, prerequisite changes, outcome changes, course changes etc.	1. Add GRN282 (1 credit)		
Requested Implementation Term (Please refer to Degree/Certificate timeline implementation guidelines)	Please contact the Curriculum Office for guidelines on proposed timelines for changes	Fall 2010	

SECTION #2 REVISION AREAS

Prerequisites

Current Prerequisites	Does the revision involve changing certificate prerequisites?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Course Number	Course Title or Placement level		

Proposed Prerequisites

Course Number	Course Title or Placement level	

Outcomes

Current Outcomes: Required whether or not outcomes are being changed.	Does the revision involve changing certificate outcomes?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
--	---	---

List outcomes:

- Work effectively as an activity professional and consultant with diverse groups of older adults in long term care, adult daycare, and community settings
- Design, administer, and evaluate activity programs, using State and CMS required assessment and documentation
- Meet eligibility standards for certification by the NCCAP as an Activity Consultant Certified, when combined with continuing education and work experience criteria

Proposed Outcomes:	
Does the revision impact PCC Core Outcomes which the certificate supports?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Related Instruction	
Does the revision involve changing or adding Related Instruction?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, a template for Related Instruction will need to be filled out. The template can be found at: http://www.pcc.edu/resources/academic/eac/degree/forms.html	
Additional Comments Or Changes	

SECTION #3 COURSE BY COURSE COMPARISON

Current Certificate Information			Proposed Certificate Information		
Course Number	Course Title	Credits	Course Number	Course Title	Credits
SOC223	Sociology of Aging	4	SOC223	Sociology of Aging	4
SOC230	Intro to Gerontology	4	SOC230	Intro to Gerontology	4
GRN165	Basic Activity Director Training	2	GRN165	Basic Activity Director Training	2
GRN265	Activity Professional Training I	3	GRN265	Activity Professional Training I	3
GRN266	Activity Professional Training II	3	GRN266	Activity Professional Training II	3
GRN280A	Gerontology Internship	4	GRN280A	Gerontology Internship	4
			GRN282	Gerontology Professional Seminar (Add)	1
	Credit total	20		Credit total	21

SECTION #4 (Please contact the Curriculum Office for support in filling out this section)

Is this a Related Certificate?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Is this a Career Pathway?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, what is the base degree?	Gerontology AAS Degree	Will the proposed change affect the Career Pathway or Related Certificate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, how?	Add 1 credit		
Is this a statewide certificate?		If yes, has the change been approved by the consortium?	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Submitted by:	Jan Abushakrah
Email:	jabushak@pcc.edu
Phone:	503 977-4077

Next steps:

1. Save the completed Associate of Applied Science/Certificate Revision Request Form and submit as an e-mail attachment to dac@pcc.edu
2. If needed, attach the Related Instruction Form to the same e-mail.
3. Download and print the Associate of Applied Science/Certificate Revision Signature Page Form and obtain the appropriate signatures.
4. Staple the signed Associate of Applied Science/Certificate Revision Signature Page Form to a hard copy of the Associate of Applied Science/Certificate Revision Request Form (electronic version has already been sent in step one). Send both forms to Curriculum Office, Rock Creek Campus, Building 5, Room 114 via campus mail.



**CERTIFICATE
REVISION REQUEST
FORM**

**Directions: Fill out completely and
return electronically to:
dac@pcc.edu
Signature pages should be intercampus mailed to:
Curriculum Office RC 5/115**

SECTION #1 OVERVIEW

Current Title:	Gerontology: Horticultural Therapy Career Pathway Certificate	Proposed Title:	Same
Current Credits:	28	Proposed Credits:	29
Overview and rationale for proposed changes:	GRN282 Gerontology Professional Seminar is being added to provide better guidance for certificate earners in preparing for and finding jobs in the field.		
List of specific changes that are being proposed i.e. may include, addition or deletion of courses, title changes, credit changes, prerequisite changes, outcome changes, course changes etc.	1. Add GRN282 (1 credit)		
Requested Implementation Term (Please refer to Degree/Certificate timeline implementation guidelines)	Please contact the Curriculum Office for guidelines on proposed timelines for changes	Fall 2010	

SECTION #2 REVISION AREAS

Prerequisites

Current Prerequisites	Does the revision involve changing certificate prerequisites?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Course Number	Course Title or Placement level		

Proposed Prerequisites

Course Number	Course Title or Placement level	

Outcomes

Current Outcomes: Required whether or not outcomes are being changed.	Does the revision involve changing certificate outcomes?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
--	---	---

List outcomes:

- Work effectively as a registered horticultural therapist or therapy assistant with diverse populations in therapeutic gardens and horticultural therapy programs within pediatric, geriatric, psychiatric, offender, vocational and medical rehabilitation, and other day or residential treatment facilities.
- Design, implement, and evaluate therapeutic garden and horticultural therapy programs meeting the physical, cognitive, and psychosocial needs of

special needs clients, and applying professional skills and standards of the field.

- Meet educational standards for certification by the American Horticultural Therapy Association as a Horticultural Therapist Registered [HTR], when combined with required educational, continuing education and supervised work experience criteria.

Proposed Outcomes:

Does the revision impact PCC Core Outcomes which the certificate supports?

☐ Yes ☒ No

Related Instruction

Does the revision involve changing or adding Related Instruction?

☐ Yes ☒ No

If yes, a template for Related Instruction will need to be filled out. The template can be found at:
(<http://www.pcc.edu/resources/academic/eac/degree/forms.html>)

Additional Comments Or Changes

SECTION #3 COURSE BY COURSE COMPARISON

Current Certificate Information			Proposed Certificate Information		
Course Number	Course Title	Credits	Course Number	Course Title	Credits
SOC223	Sociology of Aging	4	SOC223	Sociology of Aging	4
GRN165	Basic Activity Director Training	2	GRN165	Basic Activity Director Training	2
GRN235	Advanced Care Issues	2	GRN235	Advanced Care Issues	2
GRN236	Advanced Care Practice	2	GRN236	Advanced Care Practice	2
GRN267	Prof Therapeutic Horticulture	2	GRN267	Prof Therapeutic Horticulture	2
GRN268	Therapeutic Hort Strategies	2	GRN268	Therapeutic Hort Strategies	2
GRN269	Therapeutic Hort Skills I	2	GRN269	Therapeutic Hort Skills I	2
GRN270	Therapeutic Hort Programming	2	GRN270	Therapeutic Hort Programming	2
GRN271	Therapeutic Hort Skills II	2	GRN271	Therapeutic Hort Skills II	2
GRN272	Therapeutic Gardens	3	GRN272	Therapeutic Gardens	3
GRN280A	Gerontology Internship	4	GRN280A	Gerontology Internship	4
GRN280B	Gerontology Internship Seminar	1	GRN280B	Gerontology Internship Seminar	1
			GRN282	Gerontology Professional Seminar (Add)	1

	Credit total	28		Credit total	29
--	---------------------	----	--	---------------------	----

SECTION #4 (Please contact the Curriculum Office for support in filling out this section)			
Is this a Related Certificate?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Is this a Career Pathway?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, what is the base degree?	Gerontology AAS Degree	Will the proposed change affect the Career Pathway or Related Certificate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, how?	Add 1 credit		
Is this a statewide certificate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		If yes, has the change been approved by the consortium? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Submitted by:	Jan Abushakrah
Email:	jabushak@pcc.edu
Phone:	503 977-4077

Next steps:

1. Save the completed Associate of Applied Science/Certificate Revision Request Form and submit as an e-mail attachment to dac@pcc.edu
2. If needed, attach the Related Instruction Form to the same e-mail.
3. Download and print the Associate of Applied Science/Certificate Revision Signature Page Form and obtain the appropriate signatures.
4. Staple the signed Associate of Applied Science/Certificate Revision Signature Page Form to a hard copy of the Associate of Applied Science/Certificate Revision Request Form (electronic version has already been sent in step one). Send both forms to Curriculum Office, Rock Creek Campus, Building 5, Room 114 via campus mail.



**CERTIFICATE
REVISION REQUEST
FORM**

**Directions: Fill out completely and
return electronically to:
dac@pcc.edu
Signature pages should be intercampus mailed to:
Curriculum Office RC 5/115**

SECTION #1 OVERVIEW

Current Title:	Gerontology: Advanced Behavioral and Cognitive Care Career Pathway Certificate	Proposed Title:	Same
Current Credits:	26	Proposed Credits:	30
Overview and rationale for proposed changes:	<p>GRN240 Care and Service Coordination is being added to enhance the professional skill level in coordinating care and service issues for patients or clients with dementia or cognitive decline</p> <p>GRN282 Gerontology Professional Seminar is being added to provide better guidance for certificate earners in preparing for and finding jobs in the field.</p>		
List of specific changes that are being proposed i.e. may include, addition or deletion of courses, title changes, credit changes, prerequisite changes, outcome changes, course changes etc.	<ol style="list-style-type: none"> 1. Add GRN240 (3 credits) 2. Add GRN282 (1 credit) 		
Requested Implementation Term (Please refer to Degree/Certificate timeline implementation guidelines)	Please contact the Curriculum Office for guidelines on proposed timelines for changes	Fall 2010	

SECTION #2 REVISION AREAS

Prerequisites

Current Prerequisites	Does the revision involve changing certificate prerequisites?	<input type="checkbox"/> Yes	X No
Course Number	Course Title or Placement level		

Proposed Prerequisites

Course Number	Course Title or Placement level	

Outcomes

Current Outcomes: Required whether or not outcomes are being changed.	Does the revision involve changing certificate outcomes?	<input type="checkbox"/> Yes X No
--	---	--

List outcomes:

- Work effectively as an advanced care provider with diverse individuals or groups of older adults with cognitive decline, dementia, and other challenging behavioral and cognitive conditions, in long term care, adult daycare, home and community settings
- Apply best practices and adhere to professional and ethical care standards in dealing with challenging cognitive and behavioral issues, following care

plans, providing appropriate documentation and working collaboratively with all stakeholders, including multidisciplinary teams, medical and healthcare professionals, family and community members

- Continue to develop professional care knowledge and skills through continuing education and training

Proposed Outcomes:

List outcomes:

- 1.
- 2.
- 3.

Does the revision impact PCC Core Outcomes which the certificate supports?

☐ Yes ☒ No

Related Instruction

Does the revision involve changing or adding Related Instruction?

☐ Yes ☒ No

If yes, a template for Related Instruction will need to be filled out. The template can be found at:
(<http://www.pcc.edu/resources/academic/eac/degree/forms.html>)

Additional Comments Or Changes

SECTION #3 COURSE BY COURSE COMPARISON					
Current Certificate Information			Proposed Certificate Information		
Course Number	Course Title	Credits	Course Number	Course Title	Credits
GRN181	Exploring the Field of Aging	2	GRN181	Exploring the Field of Aging	2
SOC223	Sociology of Aging	4	SOC223	Sociology of Aging	4
SOC231	Sociology of Health & Aging	4	SOC231	Sociology of Health & Aging	4
SOC232	Death & Dying: Culture & Issues	4	SOC232	Death & Dying: Culture & Issues	4
AD105	Aging and Addiction	3	AD105	Aging and Addiction	3
GRN280B	Gerontology Internship Seminar	1	GRN280B	Gerontology Internship Seminar	1
GRN280A	Gerontology Internship	4	GRN280A	Gerontology Internship	4
GRN235	Advanced Care Issues	2	GRN235	Advanced Care Issues	2
GRN236	Advanced Care Practice	2	GRN236	Advanced Care Practice	2
			GRN240	Care and Service Coordination (Add)	3
			GRN282	Gerontology Professional Seminar (Add)	1

Email:	jabushak@pcc.edu
Phone:	503 977-4077

Next steps:

1. Save the completed Associate of Applied Science/Certificate Revision Request Form and submit as an e-mail attachment to dac@pcc.edu
2. If needed, attach the Related Instruction Form to the same e-mail.
3. Download and print the Associate of Applied Science/Certificate Revision Signature Page Form and obtain the appropriate signatures.
4. Staple the signed Associate of Applied Science/Certificate Revision Signature Page Form to a hard copy of the Associate of Applied Science/Certificate Revision Request Form (electronic version has already been sent in step one). Send both forms to Curriculum Office, Rock Creek Campus, Building 5, Room 114 via campus mail.



**CERTIFICATE
REVISION REQUEST
FORM**

**Directions: Fill out completely and
return electronically to:
dac@pcc.edu
Signature pages should be intercampus mailed to:
Curriculum Office RC 5/115**

SECTION #1 OVERVIEW

Current Title:	Gerontology: Activity Director Career Pathway Certificate	Proposed Title:	Same
Current Credits:	35	Proposed Credits:	36
Overview and rationale for proposed changes:	GRN282 Gerontology Professional Seminar is being added to provide better guidance for certificate earners in preparing for and finding jobs in the field.		
List of specific changes that are being proposed i.e. may include, addition or deletion of courses, title changes, credit changes, prerequisite changes, outcome changes, course changes etc.	1. Add GRN282 (1 credit)		
Requested Implementation Term (Please refer to Degree/Certificate timeline implementation guidelines)	Please contact the Curriculum Office for guidelines on proposed timelines for changes	Fall 2010	

SECTION #2 REVISION AREAS

Prerequisites

Current Prerequisites	Does the revision involve changing certificate prerequisites?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Course Number	Course Title or Placement level		

Proposed Prerequisites

Course Number	Course Title or Placement level	

Outcomes

Current Outcomes: Required whether or not outcomes are being changed.	Does the revision involve changing certificate outcomes?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
--	---	---

List outcomes:

- Work effectively as an activity director with diverse groups of older adults in long term care facilities, adult daycare and community settings
- Design and administer a comprehensive activity program for all levels of functioning and for special needs populations using State and CMS required assessment and documentation
- Direct an activity department and supervise activity assistants and volunteers

- Meet eligibility standards for certification by the NCCAP as an Activity Director Certified, when combined with continuing education & work experience

Proposed Outcomes:

List outcomes:

Does the revision impact PCC Core Outcomes which the certificate supports?

☐ Yes ☒ No

Related Instruction

Does the revision involve changing or adding Related Instruction?

☐ Yes ☒ No

If yes, a template for Related Instruction will need to be filled out. The template can be found at:
<http://www.pcc.edu/resources/academic/eac/degree/forms.html>

Additional Comments Or Changes

SECTION #3 COURSE BY COURSE COMPARISON

Current Certificate Information			Proposed Certificate Information		
Course Number	Course Title	Credits	Course Number	Course Title	Credits
GRN181	Exploring the Field of Aging	2	GRN181	Exploring the Field of Aging	2
SOC223	Sociology of Aging	4	SOC223	Sociology of Aging	4
SOC231	Sociology of Health & Aging	4	SOC231	Sociology of Health & Aging	4
SOC232	Death & Dying	4	SOC232	Death & Dying	4
HE250 or	Personal Health or	3	HE250 or	Personal Health or	3
HPE295	Health and Fitness for Life	3	HPE295	Health and Fitness for Life	3
GRN165	Basic Activity Director Training	2	GRN165	Basic Activity Director Training	2
GRN265	Activity Professional Training I	3	GRN265	Activity Professional Training I	3
GRN266	Activity Professional Training II	3	GRN266	Activity Professional Training II	3
GRN280B	Gerontology Internship Seminar	1	GRN280B	Gerontology Internship Seminar	1
GRN280A	Gerontology Internship	4	GRN280A	Gerontology Internship	4
WR121	English Composition	4	WR121	English Composition	4
			GRN282	Gerontology Professional Seminar (Add)	1

	Credit total	35		Credit total	36
--	---------------------	----	--	---------------------	----

SECTION #4 (Please contact the Curriculum Office for support in filling out this section)			
Is this a Related Certificate?	<input type="checkbox"/> Yes X No	Is this a Career Pathway?	X Yes <input type="checkbox"/> No
If yes, what is the base degree?	Gerontology AAS Degree	Will the proposed change affect the Career Pathway or Related Certificate? X Yes <input type="checkbox"/> No	
If yes, how?	Add 1 credit		
Is this a statewide certificate? <input type="checkbox"/> Yes X No		If yes, has the change been approved by the consortium? <input type="checkbox"/> Yes X No	

Submitted by:	Jan Abushakrah
Email:	jabushak@pcc.edu
Phone:	503 977-4077

Next steps:

1. Save the completed Associate of Applied Science/Certificate Revision Request Form and submit as an e-mail attachment to dac@pcc.edu
2. If needed, attach the Related Instruction Form to the same e-mail.
3. Download and print the Associate of Applied Science/Certificate Revision Signature Page Form and obtain the appropriate signatures.
4. Staple the signed Associate of Applied Science/Certificate Revision Signature Page Form to a hard copy of the Associate of Applied Science/Certificate Revision Request Form (electronic version has already been sent in step one). Send both forms to Curriculum Office, Rock Creek Campus, Building 5, Room 114 via campus mail.



**NEW
CERTIFICATE REQUEST FORM**

**Directions: Fill out completely and
return electronically to:
dac@pcc.edu
Signature pages should be intercampus mailed
to:
Curriculum Office RC 5/115**

SECTION # 1 OVERVIEW

Proposed Title:	Fitness Technology: Healthy Older Adult Fitness – Career Pathway Certificate		Proposed Credits:	25
Reason for new certificate:	The goal is to provide a certificate combining PCC fitness technology and gerontology courses, together with training in evidence based protocols (such as the Arthritis Exercise and Aquatics, Arthritis Tai Chi, Enhance Fitness, Better Bones & Balance, Silver Sneakers) to prepare qualified instructors and program directors for long term care facility and community-based programs. Students in this certificate of completion program will be trained by PCC to teach fitness to healthy older adults. NOTE: Teaching older adults with clinical conditions will require further education, training, and/or certification.			
Impact on other areas of instruction: Have you talked to other area SACs? If yes, explain:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Explain: The certificate has been developed in consultation with DHS and the Healthy Aging Coordinating Group, and will be coordinated with the professional associations (Oregon Health Care Association and the Oregon Alliance for Senior and Health Services), parks and recreation, and senior centers, for the hosting of training sites in the evidence-based protocols. Both Fitness Technology and Gerontology SAC's have approved this certificate.	Has certificate been validated by the Advisory Committee?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

SECTION # 2 PREREQUISITES AND OUTCOMES

PROPOSED PREREQUISITES

Course Number	Course Title or Placement level	Credits
WR 121	English Composition	4
MTH 65	Placement into MTH 65 or higher	4

PROPOSED OUTCOMES		
1. Meet qualifications for employment as an entry level activity/fitness leader working with healthy older adult populations. 2. Apply knowledge and skills gained in the Fitness Technology and Gerontology programs when working with and for elders in the community. 3. Identify, evaluate, and take advantage of learning opportunities in the fields of gerontology and fitness, while developing a personally and professionally rewarding career.		
Proposed Certificate addresses the following Core PCC Outcomes: (Check all that apply)	<input checked="" type="checkbox"/> Communication <input type="checkbox"/> Community and Environmental Responsibility <input checked="" type="checkbox"/> Critical Thinking and Problem Solving <input type="checkbox"/> Cultural Awareness <input checked="" type="checkbox"/> Professional Competence <input checked="" type="checkbox"/> Self Reflection	

SECTION # 3 COURSEWORK		
PROPOSED CERTIFICATE COURSEWORK		
COURSE NUMBER	COURSE TITLE	CREDITS
FT 131	Structure and Function of the Human Body	4
PE 181A or	Weight Training	1
PE 181B	Intermediate Weight Training	
HPE 295	Health & Fitness for Life	3
SOC 223	Social Gerontology/Sociology of Aging	4
PE 281	Professional Activities: Weight Training	2
FT202	Fitness & Aging	3
GRN165	Basic Activity Director Training	2
FT280A	Cooperative Education	4
PE 282A, or 283, or 287	Professional Activities: Group Fitness, Mind/Body, or Aquatics (choose one)	1
PE Option	PE Option: (To match the chosen Pro-Act above) Options in Group Fitness, Mind/Body (Yoga, Tai Chi only), Aquatics Courses	1
	Credit Total	25

SECTION # 4 (Please contact the Curriculum Office for support in filling out this section if needed.)					
Is this a Statewide Certificate?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Has the certificate been approved by the consortium?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Requested implementation date:	Fall 2010
Certificates 45 credits or more require related instruction. Fill out a Template for Related Instruction located at: http://www.pcc.edu/resources/academic/eac/degree/forms.html					
List any stand alone Related Instruction courses:	N/A				
Submitted By:	Janeen R. Hull				
Email:	Jan.hull@pcc.edu				

Next steps:

1. Save the completed New Certificate Request Form and submit as an e-mail attachment to dac@pcc.edu.
2. Download and print the New Certificate Signature Page Form and obtain the appropriate signatures.
3. Staple the signed New Certificate Signature Page Form to a hard copy of the New Certificate Request Form (electronic version has already been sent in step one). Send both forms to Curriculum Office, Rock Creek Campus, Building 5, Room 114 via campus mail.