April Degrees and Certificates Agenda
April 14th, 2010
Conference Room A

Old Business:

Approval of March Minutes

New Business:

Rebecca: Standards and Practices :G302, G303, A110, A111

Discussion: AGS math requirement and sub 100 level courses

3:00 Revision Graphic Design AAS : Cece Cutsforth- After taking the 2 required foundation art courses, ART 131 and ART 231, Graphic Design students are either showing strong drawing skills or not. Students who are NOT showing strong drawing skills will not benefit from taking the third term of drawing: ART 237, Life Drawing. We feel it is best to give students another option to develop their foundation art skills and recommend offering an alternative Basic Design course instead to supplement their Graphic Design studies.   Some students are uncomfortable with drawing nude models in Life Drawing courses and we would like to give an acceptable alternative to the Life Drawing course.

Consent Agenda:

CIS E-Commerce Certificate-CIP Code Change

CAS: Admin Assist Office Management AAS-Inactivation

Radiography-Using the title Medical Imaging

Criminal Justice AAS-Addition of CJA 115 to the electives list

Paralegal Certificate to become a closed certificate

GIS Certificate-Remove BI 200 and replace it with BI 200B on the electives list

Portland Community College

SECTION # 1 OVERVIEW

Current Title:	Graphic Design	**Proposed Title:**	No Change
Current Credits:	No change	**Proposed Credits:**	No change

Overview and rationale for proposed changes:	After taking the 2 required foundation art courses, ART 131 and ART 231, Graphic Design students are either showing strong drawing skills or not. Students who are NOT showing strong drawing skills will not benefit from taking the third term of drawing: ART 237, Life Drawing. We feel it is best to give students another option to develop their foundation art skills and recommend offering an alternative Basic Design course instead to supplement their Graphic Design studies. Some students are uncomfortable with drawing nude models in Life Drawing courses and we would like to give an acceptable alternative to the Life Drawing course.
List of specific changes being proposed (i.e. may include, addition or deletion of courses, title changes, credit changes, prerequisite changes, outcome changes, course changes, etc).	1. **The option to choose ART 237 – Life Drawing OR ART 115, 116 or 117 – Basic Design.** 2.

SECTION # 2 REVISION AREAS

Does the revision impact PCC Core Outcomes which the degree supports?	☐ **Yes** ☒ **No**

SECTION # 3 PREREQUISITES AND OUTCOMES

Current Prerequisites	Does the revision involve changing degree prerequisites?	☐ **Yes**	☒ **No**

Course Number	Course Title or Placement level	
	Placement into WR 121	
	Placement into MTH 65 or higher	

Proposed Prerequisites

Course Number	Course Title or Placement level	

Current Outcomes: **Required whether or not outcomes are being changed.**	Describe what we intend students to be able to do "out there" (in life roles: worker, family member, community citizen, global citizen, and life-long learner), as opposed to a classroom activity "in here"? Good outcomes statements will suggest context to indicate this "out there" and they will describe what students can DO with what they know. The committee will review the outcomes. For guidance on writing good outcome statements visit: http://www.pcc.edu/resources/academic/eac/curriculum/degree-certificate-development/new/program-outcomes.html	**Does the revision involve changing degree outcomes?** ☐Yes ☒No

- Apply concept theory and design in the development of printed materials that successfully respond to clients' communication needs.
- Demonstrate technical skills required to produce professional-level communication materials.
- Demonstrate professional graphic design standards and methods to qualify for entry-level employment or transfer to a 4-year school. 2009

Proposed Outcomes:

SECTION # 3 COURSE BY COURSE COMPARISON

CURRENT DEGREE INFORMATION			PROPOSED DEGREE INFORMATION		
COURSE NUMBER	COURSE TITLE	CREDITS	COURSE NUMBER	COURSE TITLE	CREDITS
GD 120	Graphic Design I	3	GD 120	Graphic Design I	3
ART 131	Drawing*	3	ART 131	Drawing*	3
GD 101	Macintosh for Graphic Designers	1	GD 101	Macintosh for Graphic Designers	1
GD 114	Introductory Typography	3	GD 114	Introductory Typography	3
WR 121	English Composition	4	WR 121	English Composition	4
General Education		8	General Education		8
GD 120	Graphic Design I	3	GD 120	Graphic Design I	3
GD 122	Graphic Design II	4	GD 122	Graphic Design II	4
SP 111	Public Speaking*	3	SP 111	Public Speaking*	3
GD 140	Digital Page Design I	3	GD 140	Digital Page Design I	3
GD 116	Intermediate Typography	3	GD 116	Intermediate Typography	3
GD 150	Digital Illustration I	3	GD 150	Digital Illustration I	3
GD 124	Graphic Design III	3	GD 124	Graphic Design III	3
GD 151	Digital Illustration II	4	GD 151	Digital Illustration II	4
ART 103	Introduction to Art*	3	ART 103	Introduction to Art*	3
GD 141	Digital Page Design II	3	GD 141	Digital Page Design II	3
GD 160	Digital Imaging I	3	GD 160	Digital Imaging I	3
GD 260	Digital Imaging I	3	GD 260	Digital Imaging I	3
GD 244	Preparing Files for Print	3	GD 244	Preparing Files for Print	3
GD 221	Graphic Design IV	3	GD 221	Graphic Design IV	3
GD 249	Graphic Design Studio	3	GD 249	Graphic Design Studio	3
	Or			Or	
GD 280A	CE: Graphic Design		GD 280A	CE: Graphic Design	
ART 231	Graphic Design V	3	ART 231	Graphic Design V	3
GD 222	Illustration for Graphic Designers	3	GD 222	Illustration for Graphic Designers	3
GD 239	Combined Graphic Programs	3	GD 239	Combined Graphic Programs	3
GD 242	Beginning Web Site Creation: Dreamweaver	3	GD 242	Beginning Web Site Creation: Dreamweaver	3
CAS 111D	Graphic Design V	3	CAS 111D	Graphic Design V	3
GD 229	Portfolio Preparation	3	GD 229	Portfolio Preparation	3
ART 237	Life Drawing*	3	ART 237	Life Drawing*	3
BA 223	Principles of Marketing	3		OR	
	Or		ART 115	Basic Design (ADD)	3
BA 239	Advertising			OR	
MTH 65	Introductory Algebra	4	ART 116	Basic Design (ADD)	3
				OR	
			ART 117	Basic Design (ADD)	3
			BA 223	Principles of Marketing	3
				Or	
			BA 239	Advertising	
			MTH 65	Introductory Algebra	4
	Credit Total	97		Credit	97

4

					Total	

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

Is this a statewide degree?	☐ Yes ☒ No	Has the change been approved by the consortium?	☐ NA	Are there any career pathway(s) or related certificates attached to this degree?	☐ Yes ☒ No
Is this a degree option?	☐ Yes ☒ No	If yes, name of the base degree:		Graphic Design	
If yes, name of career pathway(s) or related certificate			Requested implementation date:		Spring 2010
Submitted By:	Cece Cutsforth				
Email:	ccutsfor@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, Downtown Center, DC - 4th floor via campus mail.

	CONSENT AGENDA FORM This form maybe used instead of coming to the Degree and Certificate Meeting. **Directions: Fill out completely and return electronically to:** **dac@pcc.edu**	**Consent Agenda form may be used for the following:** 1. **Course title changes** 2. **Course number changes** 3. **Addition/Deletion of an elective** 4. **Change in the number of pass/no pass credits other than the default** 5. **Degree or certificate title changes** **Other changes need to come before the Degree and Certificate Committee.**

Submitted by:	Amy Alday-Murray	**Email:aaldaymu@pcc.edu**	**Phone: 7814**
Title of Degree/Certificate:	Computer Information Systems: E-Commerce	**Requested Implementation Term:**	**Fall 2010**
What type of change are you requesting?	☐ Course Title Change ☐ Addition/Deletion of an elective ☐ Degree or certificate title changes	☐ Course number change ☐ Change in pass/no pass X Change CIP code to 52.0208 as specific code now exists for e-commerce	

Fill in the sections below as applicable. If a section is not applicable, fill in N/A.			
Current Course Title:	**NA**	**Proposed Course Title:**	**NA**
Current Course Number:	**NA**	**Proposed Course Number:**	**NA**
Title of course to be added/deleted to/from the electives list:	**NA**	**Title of electives list that it will be removed from or added to:**	**NA**
Current number of pass/no pass credits allowed:	**NA**	**Proposed number of pass/no pass credits allowed:**	**NA**

	CONSENT AGENDA FORM	Consent Agenda form may be used for the following:
Portland Community College	**CONSENT AGENDA FORM** This form maybe used instead of coming to the Degree and Certificate Meeting. Directions: Fill out completely and return electronically to: dac@pcc.edu	1. **Course title changes** 2. **Course number changes** 3. **Addition/Deletion of an elective** 4. **Change in the number of pass/no pass credits other than the default** 5. **Degree or certificate title changes** 6. **Change to open admissions** Other changes need to come before the Degree and Certificate Committee.

Submitted by:	Amy Alday-Murray	**Email:**aaldaymu@pcc.edu	**Phone: 7814**
Title of Degree/Certificate:	Computer Applications/Office Systems: Administrative Assistant-Office Management	**Requested Implementation Term:**	**Fall 2010**
What type of change are you requesting?	☐ Course title change ☐ Course number change ☐ Addition/Deletion of an elective ☐ Change in pass/no pass ☐ Degree or certificate title change X Other Inactivation; replaced by Administrative Office Professional		

Fill in the sections below as applicable. If a section is not applicable, fill in N/A.			
Current Course Title:	NA	**Proposed Course Title:**	NA
Current Course Number:	NA	**Proposed Course Number:**	NA
Title of course to be added/deleted to/from the electives list:	NA	**Title of electives list that it will be removed from or added to:**	NA
Current number of pass/no pass credits allowed:	NA	**Proposed number of pass/no pass credits allowed:**	NA

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Submitted by:	Amy Alday-Murray	**Email:**aaldaymu@pcc.edu	**Phone:**7814
Title of Degree/Certificate:	AAS Radiography, MRI certificate	**Requested Implementation Term:**	**Fall 2010**
What type of change are you requesting?	☐ Course title change ☐ Course number change ☐ Addition/Deletion of an elective ☐ Change in pass/no pass ☐ Degree or certificate title change x Other Use "Medical Imaging" be in the catalog for the overarching title for the Radiography AAS degree and other the other certificate(s) connected to that degree.		

Fill in the sections below as applicable. If a section is not applicable, fill in N/A.			
Current Course Title:	**NA**	**Proposed Course Title:**	**NA**
Current Course Number:	**NA**	**Proposed Course Number:**	**NA**
Title of course to be added/deleted to/from the electives list:	NA	**Title of electives list that it will be removed from or added to:**	NA
Current number of pass/no pass credits allowed:	NA	**Proposed number of pass/no pass credits allowed:**	**NA**

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Submitted by:	Jim Parks	**Email:**		**Phone:**
Title of Degree/Certificate:	Criminal Justice AAS	**Requested Implementation Term:**		**Fall 2010**

What type of change are you requesting?	☐ Course title change ☒ Addition of an elective ☐ Degree or certificate title change	☐ Course number change ☐ Change in pass/no pass ☐ Other

Fill in the sections below as applicable. If a section is not applicable, fill in N/A.		
Course Title:	**CJA 115 Introduction to Jail Operations**	**Added to the Criminal Justice Degree Electives List**

<table>
<tr>
<td rowspan="3">Portland Community College</td>
<td>CONSENT AGENDA FORM

This form maybe used instead of coming to the Degree and Certificate Meeting.

Directions: Fill out completely and
return electronically to:
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1. Course title changes
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5. Degree or certificate title changes
6. Change to open admissions

Other changes need to come before the Degree and Certificate Committee.</td>
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Submitted by:	Jerry Brask	**Email:**	**Phone:**
Title of Degree/Certificate:	Paralegal Certificate	**Requested Implementation Term:**	**Fall 2010**

What type of change are you requesting?	☐ Course title change ☐ Addition/Deletion of an elective ☐ Degree or certificate title change	☐ Course number change ☐ Change in pass/no pass ☒ Other Creating a closed certificate

Fill in the sections below as applicable. If a section is not applicable, fill in N/A.

Under current program standards, the Paralegal (PL) Program, which offers both a Degree and Certificate, requires students seeking a PL Certificate to have prior approval from the program's department chair, pursuant to written standards published in the 2009-2010 catalog and PL Program Web Page.

The program requests designation of the PL Certificate as a "closed", aka, "limited entry", program because of the necessity of students to have prior approval of the chair for admission to the Certificate program.

This action will align the program's current standard with the college's "closed" program designation. It will also assist in keeping the PL program in compliance with ABA Approval standards.

The PL program requests placement on the Degrees and Certificate Committee Consent Agenda for this purpose at the April, 2010 meeting. Thank you.

	CONSENT AGENDA FORM This form maybe used instead of coming to the Degree and Certificate Meeting. Directions: Fill out completely and return electronically to: **dac@pcc.edu**	**Consent Agenda form may be used for the following:** 1. **Course title changes** 2. **Course number changes** 3. **Addition/Deletion of an elective** 4. **Change in the number of pass/no pass credits other than the default** 5. **Degree or certificate title changes** 6. **Change to open admissions** **Other changes need to come before the Degree and Certificate Committee.**	

Submitted by:	Sally Earll	**Email:** sally.earll@pcc.edu	**Phone: 7812**
Title of Degree/Certificate:	Geographic Information Systems (GIS) Certificate	**Requested Implementation Term:**	**FA 2010**
What type of change are you requesting?	☐ Course title change ☒ Addition/Deletion of an elective ☐ Degree or certificate title change	☐ Course number change ☐ Change in pass/no pass ☐ Other	

Fill in the sections below as applicable. If a section is not applicable, fill in N/A.			
Current Course Title:		**Proposed Course Title:**	
Current Course Number:	**BI 200**	**Proposed Course Number:**	**BI 200B**
Title of course to be added/deleted to/from the electives list:	**Principles of Ecology**	**Title of electives list that it will be removed from or added to:**	**Principles of Ecology**
Current number of pass/no pass credits allowed:		**Proposed number of pass/no pass credits allowed:**	