

## Degrees and Certificates Minutes

January 15, 2014

Downtown Center 2pm to 4pm

In Attendance					
x	Kathleen Bradach		Joanne Harris	x	Eriks Puris
	Phil Christain	x	Janeen Hull (Chair)	x	Cheryl Scott
	Beth Fitzgerald		Alex Jordan		Dave Stout
Committee Support					
	Kendra Cawley	x	Joy Killgore	x	Djambel Unkov
x	Sally Earll	x	Jessica Morfin	x	Susan Wilson
x	Anne Haberkern				
Guests					
Josette Beach		Shelton Fu		Mark Hagen	
Noreen Brown		Susan Watson			
Josh Liebschutz		Rebecca Robinson et al.			

### OLD BUSINESS:

- None

### DISCUSSION ITEMS:

- **EAC Chair Reports:** The AAS math competency language was discussed and is scheduled to move to the EAC as a formal recommendation on 1/29.
- **Curriculum Office Updates:** None
- **Focus Award Guidelines:** The committee discussed updated guidelines for new and existing focus awards. Janeen Hull, Chair, shared the proposed changes/updates to the language with members of the committee. If possible, the committee will recommend the proposed changes to the Focus Award guidelines at the January EAC meeting on 1/29.
- **Consent Agenda Items:** The purpose of consent agenda items was discussed.
  - In the past, the consent agenda was used to aid the Curriculum Office in tracking curricular changes to degrees and certificates that did not involve committee approval/votes.
  - Going forward, consent agenda items will be described as:
    - Changes to an existing elective list
    - Changing a program from closed entry to open entry
    - Title changes to a degree or certificate
  - Consent agenda items will serve as a notification and will not be voted on by the committee
    - If there are questions about a consent agenda item, the committee reserves the ability to place the item on the agenda for further discussion.

## NEW BUSINESS:

- **Revision: Sustainability Focus Awards:** Guest Josh Liebschutz
  - Brought forth proposed revisions to the Award. Addition of two options to the Literature and Political Science discipline areas. The courses are ENG 230 (Literature) and PS 297 (Political Science). **Approved.**
- **Revision: BCT AAS Outcomes:**
  - Postponed until February's meeting
- **Revision: BCT Design/Build Remodeling AAS Outcomes:**
  - Postponed until February's meeting
- **Revision: Construction Mgmt AAS Outcomes:**
  - Postponed until February's meeting
- **Revision: Dental Hygiene AAS: Outcomes, removed inactivated course:**
  - Kathleen moved and Eriks seconded. **Recommended for approval**
- **Revision: Dental Assisting 1-year: Outcomes, revised courses, adding courses, related instruction revision**
  - Revision to an outcome to address more of the college's core outcomes
  - Kathleen moved and Eriks seconded. **Recommended as amended for approval**
- **Revision: Dental Lab Technology AAS: Outcomes, revised courses, removing courses**
  - Eriks moved, Kathleen seconded. **Recommended as amended for approval**
- **Revision: Dental Lab 2 year: Outcomes, revised courses, adding courses, related instruction revision**
  - Change MTH 20's credit from 5 to 4.
  - Eriks moved, Kathleen seconded. **Recommended as amended for approval**
- **Revision: Management/Supervisory Development AAS Degree: Removing a course and outcomes**
  - Kathleen moved and Eriks seconded. **Recommended for approval**
- **Revision: Microelectronics AAS: Decreasing credits, outcomes, removing course, adding course, decreasing credits.**
  - Eriks moved, Kathleen seconded. **Recommended for approval**
- **Revision: MET Automated Manufacturing AAS: Removing courses, adding courses, decreasing credits, adding an elective list**
  - In this year of inquiry, the committee asked both about how the assessment of degree core outcomes is going. Asked for examples. Also, recommended that the SAC review how their degree outcomes are mapped to PCC's core outcomes (committee thinks there are more core outcomes being met than listed here) & and return to the committee in a future meeting for revisions to the outcomes.
  - Eriks moved, Kathleen seconded. **Recommended as amended for approval**
- **Revision: Solar Voltaic Manufacturing: Decreasing credits, revising general education requirements**
  - Kathleen moved and Eriks seconded. **Recommended for approval**

- **Revision:** Website Development & Design AAS: Increasing credits, adding courses, removing courses
  - The committee and faculty represented noticed that there were inconsistencies in the outcomes for the degree. The correct outcomes reside at the PCC website <http://www.pcc.edu/resources/academic/degree-outcome/cas.html>. The inconsistencies arose from the transfer of files to Courseleaf. The Curriculum Office will need to check the website against the outcomes in Courseleaf for corrections.
  - Kathleen moved and Eriks seconded. **Recommended for approval**
- **Revision:** Website Development and Design 1 year: Increasing credits, adding courses, removing courses, related instruction
  - The committee and the faculty represented raise concerns about the related instruction. While there appeared to be changes, there were none submitted. Further discussion is needed with the Curriculum Coordinator on this issue.
  - Eriks moved, Kathleen seconded. **Recommended for approval**
- **Revision:** Website Development and Design: Web Assistant I Less than one year: Career Pathways Removing Course, Adding Courses
  - Please note: there are concerns about inconsistencies in the posted outcomes. The Curriculum Office will need to check the website against the outcomes in Courseleaf for corrections.
  - Kathleen moved and Eriks seconded. **Recommended for approval**
- **Revision:** Website Development and Design: Web Assistant II Less than one year: Career Pathways Removing Course, Adding Course
  - Please note: there are concerns about inconsistencies in the posted outcomes. The Curriculum Office will need to check the website against the outcomes in Courseleaf for corrections.
  - Kathleen moved and Eriks seconded. **Recommended for approval**
- **Revision:** Computer Aided Design and Drafting (CAD) Less than one year: Course number change, prefix change, removing DRF courses, adding CAD courses
  - The faculty representatives explained the need to change the existing prefix to the new, recommended one as it fits with the current professional field and the program's curriculum.
  - Kathleen moved and Eriks seconded. **Recommended for approval**

#### **CONSENT AGENDA ITEMS:**

- Website Development and Design electives: Removing CAS 110, Adding CAS 118/208, CAS 140, CAS 175/175F, CIS 120, CIS 233W, CIS 235W,
- Website Development and Design Certificate Electives: Removing CAS 110, Adding CAS 118/208, CAS 140, CAS 175/175F, CIS 120, CIS 233W, CIS 235W,
- Gerontology Program Electives: Removed GRN 246, added GRN 247, GRN 273, HE 254, 255, 264, 278, SOC 219, PSY 213, 239. PSY 216, SOC 228,
- Management/Supervisory Program: Workshop Electives
- Automation Electives: **NEW** Elective list for MT Automated Manufacturing Tech AAS: