

**Degrees and Certificates Agenda**  
**April 11, 2012**  
**CLIMB 304**  
**2pm to 4pm**

**Old Business:**

Review March 14<sup>th</sup>, 2012 Minutes

**Discussion Items:**

**EAC Chair Report**

**Repeat Credit/repeat course:**

Discussion:

Current recommendation under discussion for EAC

Any PCC course that has been approved to be repeated for credit may only be applied once in meeting a PCC degree or certificate requirement. Students may take the course additional times for credit, if the course has been so designated, but those additional credits may not be used toward fulfilling PCC degree or certificate requirements. PCC cooperative education requirement remains the same. Certain CTE programs have exceptions to this requirement for CTE courses. Contact programs for information.

**300/400 Level Courses**

Current Standard language

1. Accept up to 16 credits
2. Accept LDC (UDC), CTE and General Education
3. As for any course evaluation, evaluators review these three things: course title, course description, course outcomes.
4. General standard is to articulate 16 credits for coursework that is an equivalency.
5. CTE coursework will be processed upon request at the time the graduation application is submitted.
6. LDC (UDC) coursework will be articulated upon request and on an as needed basis for graduation.

Discussion occurred over each of the points. Some revisions were suggested

Proposed Standards language:

1. PCC will accept up to 16 credits of 300-400 level transfer coursework, provided it is equivalent to classes offered at PCC. Upper-division transfer coursework will be evaluated at the request of the student, or by
2. Graduation staff if needed to satisfy degree requirements. Only subject areas taught at PCC will be evaluated.

Discussion:

The registrar feels it is not worth it to use these courses as Gen Ed. The chair wants to know how the committee is going to move this forward. Some 300 and 400 level courses could be used for Gen Ed. Are we comfortable moving it forward?

**RI/AAS (Continued from October)**

**New Business:**

**3:30 Revision: Oregon Green Technician Certificate CGCC: Susan Lewis:** Three course credit increases, adding a course option, removing an elective, one course credit decrease, decreasing credit total, submit related instruction.

**Consent Agenda:**

**Computer Information Systems** – Adding four courses to the CIS Program Electives.

**Diesel Service Technology** – Title change to DS 203 impacts Diesel AAS, Diesel 2 year certificate, Diesel Less than one year certificate.



**CERTIFICATE  
REVISION REQUEST  
FORM**

**Directions: Fill out completely and  
return electronically to:  
[dac@pcc.edu](mailto:dac@pcc.edu)**

**Signature pages should be intercampus mailed to:  
Curriculum Office DC 4<sup>th</sup> floor**

**SECTION #1 OVERVIEW**

<b>Current Title:</b>	Oregon Green Technician	<b>Proposed Title:</b>	<b>no change</b>
<b>Current Credits:</b>	46	<b>Proposed Credits:</b>	<b>45</b>
<b>Overview and rationale for proposed changes:</b>	Credit loads for GT 104, GT 110 and GT 113 have been increased 1 credit each because instructors have found that the original number of contact hours was insufficient to cover course outcomes and content. Adding SP 111 (3 credits) as an equivalent course for GT 110 work place communications. Removing electives. Writing 115 credit requirement lowering from 4 to 3 to match statewide certificate and accommodate transfer within consortium institutions.		
<b>List of specific changes being proposed which may include, addition or deletion of courses, title changes, credit changes, prerequisite changes, outcome changes, course changes etc. Use consistent words – Add, Remove, Increase, Decrease, Change</b>	<ol style="list-style-type: none"> <li>1. Increase credit load for GT 104, Electrical Systems Troubleshooting I, from 2 credits to 3 credits.</li> <li>2. Increase credit load for GT 113, Fluid Power, from 2 credits to 3 credits.</li> <li>3. Increase credit load for GT 110, Workplace Communications from 2 credits to 3 credits.</li> <li>4. Add SP 111, Public Speaking as an “or” for GT 110, Workplace Communications.</li> <li>5. Remove elective.</li> <li>6. Decrease WR 115 requirement from 4 credits to 3 credits.</li> <li>7. Decrease total credits to 45.</li> <li>8. Update related instruction template</li> </ol>		
<b>Are you adding or removing a course which is from another discipline? Consider this question for program prerequisites and required courses</b>	<input type="checkbox"/> Yes  <input checked="" type="checkbox"/> No	<b>If yes, have you communicated with the SAC or the dean? Are they aware of the financial and/or schedule impact of this change? Provide details of the conversation including who was contacted.</b>	

## 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		
MTH 20	Basic Math (Arithmetic) or placement into MTH 60 Introductory Algebra – First Term		
RD 90	Reading 90 or placement into RD 115 College Reading		
WR 90	Writing 90 or placement into WR 115 Introduction to Expository Writing		

### Proposed Prerequisites

Course Number	Course Title or Placement level	
no change		
<b>Current Outcomes: Required whether or not outcomes are being changed.</b>	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 <a href="#">writing good outcome</a> statements.	<b>Does the revision involve changing certificate outcomes?</b>  <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Identify which certificate outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the certificate outcomes.

Certificate Outcome	Core Outcome
Students who complete this certificate should be able to:	
<ul style="list-style-type: none"> <li>▪ be multi-skill, systems thinkers and problem-solvers.</li> </ul>	NA This is a CGCC Certificate
<ul style="list-style-type: none"> <li>▪ be prepared for a broad array of green occupations across a variety of diverse industries, such as green energies production, equipment manufacturing (such as solar panel, wind turbine, wave energy, bio-energy component), construction and installation, monitoring and repair, building retro-fitting, process recycling, hazardous materials removal work and others.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ have a fundamental understanding of sustainability, green technologies, process improvements/elimination of waste, and an overview of various careers in green tech.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ be able to demonstrate the applied reading and workplace math skills needed on-the-job, as well as the workplace</li> </ul>	

skills employers need: critical thinking, problem solving, team work, etc.	
<ul style="list-style-type: none"> <li>possess a unique set of entry-level electrical, mechanical, and heating/cooling systems skills- as taught through the lens of green energy and energy efficiency - that will allow graduates to learn quickly on the job and be prepared for success in advanced programs of study.</li> </ul>	

**Revised Outcomes:**  
Identify which certificate outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the certificate outcomes.

Certificate Outcome	Core Outcome
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Students who complete this certificate should be able to:  
No changes

**Related Instruction**

<b>Does the revision involve changing or adding Related Instruction?</b>	<input checked="" type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>
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If yes, a template for Related Instruction will need to be filled out. The template can be found at:  
<http://www.pcc.edu/recources/academic/eac/degree/forms.html>

**Additional Comments Or Changes**

**SECTION #3 COURSE BY COURSE COMPARISON**

List all courses (current AND proposed) in the order that they are distributed in the [catalog](#). If listed term by term then identify them in a term by term sequence on this form. If they identified within categories such as CORE, ELECTIVES, etc, then identify them as such.

If you are adding a course place it in the preferred term or category, identify such a course with (add) and bold the text in the line.

If you want to rearrange the order of courses within the term by term sequence do so on this form.  
 If you are removing a course identify the course with (remove) and bold the text.  
 If the course title is changed identify the course with (title change) and bold the text.  
 If the course credits have changed identify the course with (increase or decrease credit) and bold the text.  
 If you need more lines to accommodate the courses, right click and insert rows.

The information you provide on this form will be reflected in the PCC catalog pages and GRADplan. Please ensure it is correct.

Current Certificate Information			Proposed Certificate Information		
Course Number	Course Title	Credits	Course Number	Course Title	Credits
<b>Term 1</b>			<b>Term 1</b>		
GT 101	Introduction to Industrial Sustainability	3	GT 101	Introduction to Industrial Sustainability	3
GT 102	Green Industrial Safety	2	GT 102	Green Industrial Safety	2
GT 103	Mechanical Systems	3	GT 103	Mechanical Systems	3
GT 104	Electrical Systems Troubleshooting, I	<b>2</b>	GT 104	Electrical Systems Troubleshooting, I <b>(increase credits)</b>	<b>3</b>
GT 105	Applied Math for Green Technologies	4	GT 105	Applied Math for Green Technologies	4
<b>Term 2</b>			<b>Term 2</b>		
GT 106	Introduction to Green Technologies	2	GT 106	Introduction to Green Technologies	2
GT 107	Electrical Systems Troubleshooting II	3	GT 107	Electrical Systems Troubleshooting II	3
GT 108	Building Systems	2	GT 108	Building Systems	2
GT 109	HVACR Systems Operations	3	GT 109	HVACR Systems Operations	3
GT 110	Workplace Communications/Information Literacy	<b>2</b>	GT 110 or SP 111	Workplace Communications/ Information Literacy <b>(increase credits)</b> or Public Speaking <b>(add)</b>	<b>3</b> (3)
WR 115 or higher	Introduction to Expository Writing	<b>4</b>	WR 115 or higher	Introduction to Expository Writing <b>(decrease credits)</b>	<b>3</b>
<b>Term 3</b>			<b>Term 3</b>		
GT 111	Preventative Maintenance and Energy Conservation	2	GT 111	Preventative Maintenance and Energy Conservation	2
GT 112	Control Systems	3	GT 112	Control Systems	3
GT 113	Fluid Power	<b>2</b>	GT 113	Fluid Power <b>(increase credits)</b>	<b>3</b>
GT 114	Local Applications-Alternative Energy	3	GT 114	Local Applications-Alternative Energy	3

GT 115	Human Relations-Customer Service	3	GT 115	Human Relations-Customer Service	3
	Elective from approved list ( <b>remove</b> )	<b>3</b>			
	<b>Credit total</b>	<b>46</b>		<b>Credit total</b>	<b>45</b>

<b>SECTION #4 (Please contact the Curriculum Office for support in filling out this section)</b>			
<b>Is this a Related Certificate?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>Is this a Career Pathway?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>If yes, what is the base degree?</b>		<b>Will the proposed change affect the Career Pathway or Related Certificate?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If yes, how?</b>			
<b>Is this a statewide certificate?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<b>If yes, has the change been approved by the consortium?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Requested Implementation Term</b> ( Please refer to <a href="#">Degree/Certificate timeline</a> implementation guidelines)		Fall, 2012	

<b>Submitted by:</b>	Susan Lewis
<b>Email:</b>	<a href="mailto:slewis@cqcc.cc.or.us">slewis@cqcc.cc.or.us</a>
<b>Phone:</b>	541.506.6047

**Template for Related Instruction in Certificates**

<b>45 to 60 credits</b>		<b>Oregon Green Technician Certificate</b>			Related instruction Hours in:			
Enter course information in light yellow areas (totals will be automatically calculated)								
Subject Code	Course Number	Course Title	Credits	Hours	Computation	Communication	Human Relation	Total RI
<b>courses used for embedded related instruction</b>				0				<i>No RI</i>
				0				<i>No RI</i>
				0				<i>No RI</i>
				0				<i>No RI</i>
				0				<i>No RI</i>
				0				<i>No RI</i>
				0				<i>No RI</i>
				0				<i>No RI</i>
<b>courses used for stand-alone related instruction</b>				0				<i>No RI</i>
GT	105	Applied Math for Green Technologies	4	120	120.00			<b>120.00</b>
GT	115	Human Relations/Customer Service	3	90			90.00	<b>90.00</b>
WR	115	Introduction to Expository Writing	3	90		90.00		<b>90.00</b>
<b>Totals</b>			<b>10</b>	<b>300</b>	<b>120.00</b>	<b>90.00</b>	<b>90.00</b>	<b>300.00</b>
<b>Minimum for 1 yr certificate:</b>					48.00	48.00	48.00	<b>240.00</b>
<b>Remaining to meet Min. Requirement:</b>					0.00	0.00	0.00	0.00

	YES	NO
All courses identified as embedded related instruction are approved by the curriculum committee for RI?		
<a href="#">Related instruction instructor qualification forms are filed with the VP Academic &amp; Student Affairs?</a>		





## 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](mailto: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.

<b>Submitted by:</b>	Dan Dougherty	<b>Email:</b> ddougher@pcc.edu	<b>Phone:</b> 4824
<b>Title of Degree/Certificate:</b>	Computer Information Systems AAS Degree	<b>Requested Implementation Term:</b>	Winter 2013
<b>What type of change are you requesting?</b>	<input type="checkbox"/> Course title change <input type="checkbox"/> Course number change <input checked="" type="checkbox"/> Addition of an elective <input type="checkbox"/> Deletion of an elective <input type="checkbox"/> Degree or certificate title change <input type="checkbox"/> Other		
<b>Fill in the sections below as applicable. If a section is not applicable, fill in N/A.</b>			
<b>Course Title:</b>	Development with Agile\Scrum	<b>Course Number:</b>	CIS 135a
<b>Course Title:</b>	Mobile Application Programming	<b>Course Number:</b>	CIS 135m
<b>Course Title:</b>	JavaScript for Web Developers	<b>Course Number:</b>	CIS 133w
<b>Course Title:</b>	CSS and Dynamic HTML	<b>Course Number:</b>	CAS 215
<b>Electives List Title:</b>	Computer Information Systems Program electives		
<b>Explanation of Other:</b>			

		<b>CONSENT AGENDA FORM</b> This form maybe used instead of coming to the Degree and Certificate Meeting.  Directions: Fill out completely and return electronically to: <a href="mailto:dac@pcc.edu">dac@pcc.edu</a>		Consent Agenda form may be used for the following: <ol style="list-style-type: none"> <li>1. Course title changes</li> <li>2. Course number changes</li> <li>3. Addition/Deletion of an elective</li> <li>4. Change in the number of pass/no pass credits other than the default</li> <li>5. Degree or certificate title changes</li> <li>6. Change to open admissions</li> </ol> Other changes need to come before the Degree and Certificate Committee.	
		Submitted by:	Russ Dunnington	Email: <a href="mailto:rdunning@pcc.edu">rdunning@pcc.edu</a>	Phone: 7488
Title of Degree/Certificate:	1) Associate of Applied Science Degree Diesel Service Technology / Diesel Service Technology 2) Two-Year Certificate / Diesel Service Technology 3) Less than one year cert	Requested Implementation Term:	Winter 2013		
What type of change are you requesting?	<input checked="" type="checkbox"/> Course title change <input type="checkbox"/> Addition of an elective <input type="checkbox"/> Degree or certificate title change	<input type="checkbox"/> Course number change <input type="checkbox"/> Deletion of an elective <input type="checkbox"/> Other			
<b>Fill in the sections below as applicable. If a section is not applicable, fill in N/A.</b>					
Current Course Title:	Fuel Injection System Diagnostics	Proposed Course Title:	Fuel Injection System Diagnostics and Caterpillar Electronic Engine Controls		
Current Course Number:	DS203	Proposed Course Number:	DS203		
Electives List Title:	N/A				