

**Degrees and Certificates Agenda**  
**December 5, 2012**  
**Sylvania, CC Cedar Room**  
**2pm to 4pm**

**Old Business:**

Review November 14th, 2012 Minutes

**Discussion Items:**

**EAC Chair Report, Susanne**

**DOI report, Brigitte**

**CIC report, Janeen and Phil**

**Curriculum Office Updates**

**Plan for next steps**

- **College math competency**
- **College Core Outcome assessment**
- **General Education in AAS**

**New Business:**

**2:45 Revision: Building Construction Technology: Construction Management AAS: Bob Steele**

Removing five courses, adding sixteen credits of electives, creating three new electives lists.

**3:00 Revision: Computer Information Systems: Health Informatics AAS: Terry Foty**

Closing entry to program, prerequisites, removing one course, adding one course, removing two courses from electives, adding one course to electives, reducing electives credit requirement.

**3:15 Revision: Multimedia AAS: Elizabeth Fitzgerald**

Removing four courses, creating electives list, adding fifteen credits of electives.

**Consent Agenda:**

Computer Information Systems: CIS AAS minimum grade requirement change.

Criminal Justice AAS: Adding CJA 232 to the Criminal justice Degree Electives list.

Multimedia: Adding MM 146 and MM 247 to the Program Electives list.



**ASSOCIATE OF APPLIED SCIENCE DEGREE  
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>	Building Construction Technology Construction Management	<b>Proposed Title:</b>	Building Construction Technology Construction Management
<b>Current Credits:</b>	94	<b>Proposed Credits:</b>	94
<b>Overview and rationale for proposed changes:</b>	Changes will allow students more options to fulfill Computer Aided Drafting courses, Speech Courses and Computer Application Courses. Allows students to transfer a wider range of courses possibly already completed. Drops BCT 101 Principles of Construction Surveying which the BCT SAC determined was to no longer relevant to the program.		
<b>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). Use simple text such as Add, Remove, Change, Revise to inform the reader of the changes desired.</b>	<p>Delete: BCT 101 Construction Surveying 3cr, Delete: ARCH 126 Intro. to Autocad 3cr, Delete: ARCH 136 Interm. Autocad 3cr, Delete: SP 215 Small Group Comm 4 cr, Delete: CAS 170 Begin Excel 3cr.</p> <p>ADD: BCT CAD Electives 6 credits Courses satisfying this elective: ARCH 126, ARCH 136, BCT 105, BCT 209, ARCH 127, ARCH 237, ARCH 247</p> <p>ADD: BCT SPEECH Elective 4 credits Courses satisfying this elective: SP111, SP 215</p> <p>ADD: BCT Computer Application Elective 6 credits Courses satisfying this elective: CAS 170, CAS 171, CAS 220, CAS 133, CAS 140</p> <p>ADD Degree Requirement: Complete all BCT, ARCH, CAS, courses with a "P" or "C" or higher to the catalog Career and Program Description.</p> <p>Upgrade degree outcomes to enhance clarity.</p>		

<p>Are you adding or removing a course which is from another discipline? Consider this question for program prerequisites and required courses</p>	<p>Yes <input type="checkbox"/></p> <p><b>X</b> No</p>	<p>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.</p>	
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**SECTION # 2 PREREQUISITES AND OUTCOMES**

All degree/certificate outcomes will be reviewed by the committee regardless of whether or not outcomes have changed.

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

<b>Proposed Prerequisites</b>			
<b>Course Number</b>	<b>Course Title or Placement level</b>		

<p><b>Current Outcomes:</b> Required whether or not outcomes are being changed.</p>	<p>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.</p>	<p><b>Does the revision involve changing degree outcomes?</b></p> <p><input checked="" type="checkbox"/> Yes      No</p>
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Identify which college AAS degree outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the AAS degree outcomes.

<b>Degree Outcome</b>	<b>Core Outcome</b>
<i>Students who complete this degree should be able to:</i>	

<p><b>AAS: Building Construction Technology - Construction Management Option</b></p>	<p>#1 <a href="#">Communication</a></p> <p>#2 <a href="#">Community and Environmental Responsibility</a></p> <p>#3 <a href="#">Critical Thinking and Problem Solving</a></p> <p>#4 <a href="#">Cultural Awareness</a></p> <p>#5 <a href="#">Professional Competence</a></p> <p>#6 <a href="#">Self-Reflection</a></p>
<p>Use research and memorization to demonstrate a basic understanding of residential and commercial construction codes, materials and methods</p>	<p>1,2,3,5,6</p>
<p>Effectively apply mathematics, residential/commercial building codes; construction surveying, and basic engineering principles to the management of a construction project</p>	<p>1,2,3,5,6</p>
<p>Practice the efficient use of natural and man-made resources in both commercial and residential building construction.</p>	<p>1,2,3,4,5,6</p>
<p>Effectively communicate in the construction environment by reading, interpreting and generating construction documents. Practice effective oral communication skills in the construction environment.</p>	<p>1,2,3,5,6</p>
<p>Manage a construction project by applying effective estimating, scheduling, job costing and business principles.</p>	<p>1,2,3,4,5,6,</p>
<p>Identify safe construction practices and participate in the management of a construction company's OSHA safety compliant program. 6.2.10</p>	<p>1,2,3,5,6,</p>
<p><b>Revised Outcomes:</b> Identify which college AAS degree outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the AAS degree outcomes.</p>	
<p><b>Degree Outcome</b></p>	<p><b>Core Outcome</b></p>
<p><i>Students who complete this degree should be able to:</i></p>	
<p>1. Apply construction codes; read, interpret and generate construction documents; choose appropriate materials and methods and apply estimating, scheduling and job costing skills in order to effectively manage a residential or commercial construction project.</p>	<p>1,2,3,5,6</p>
<p>2. Apply mathematics and basic engineering principles to solve problems encountered on construction projects.</p>	<p>1,2,3,5,6</p>
<p>3. Use safe construction practices to comply with OSHA regulations.</p>	<p>1,2,3,4,5,6</p>

## 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 DEGREE INFORMATION			PROPOSED DEGREE INFORMATION		
COURSE NUMBER	COURSE TITLE	CREDITS	COURSE NUMBER	COURSE TITLE	CREDITS
<b>Term 1</b>			<b>Term 1</b>		
BCT100	Overview of Construction	3	BCT100	Overview of Construction	3
BCT102	Residential Printreading 1	3	BCT102	Residential Printreading 1	3
BCT103	Residential Materials/Methods 1	3	BCT103	Residential Materials/Methods 1	3
BCT104	Construction Math	3	BCT104	Construction Math	3
	General Education Courses	4		General Education Courses	4
<b>Term 2</b>			<b>Term 2</b>		
Arch 110	Intro to Architectural Drawing	2	Arch 110	Intro to Architectural Drawing	2
BCT 202C	Business Principles for Const	3	BCT 202C	Business Principles for Const	3
BCT 134	Construction Scheduling 1	3	BCT 134	Construction Scheduling 1	3
ARCH132	Residential Building Codes	2	ARCH132	Residential Building Codes	2
ARCH126	<b>Introduction to AutoCAD (move to CAD electives)</b>	3		<b>CAD ELECTIVES (ADD)</b>	3
<b>Term 3</b>			<b>Term 3</b>		
ARCH 133	Commercial Building Codes	2	ARCH 133	Commercial Building Codes	2
ARCH 136	<b>Intermediate AutoCAD (move to CAD electives)</b>	3		<b>CAD ELECTIVES (ADD)</b>	3
BCT 133	Commercial Materials & Methods	3			
BCT 221	Construction Law f/Contractor	3	BCT 221	Construction Law f/Contractor	3
SP 215	Sm Grp Comm: Process & Theory*	4		<b>BCT SPEECH ELECTIVES (ADD)</b>	4

<b>Term 4</b>			<b>Term 4</b>		
WR 227	Technical/Profession WR 1	4	WR 227	Technical/Profession WR 1	4
BCT150	Mech, Elec and Plumb	4	BCT 150	Mech, Elec and Plumb	4
CG 209	Job Finding Skills	1	CG 209	Job Finding Skills	1
BCT 213	Commercial Printreading	3	BCT 213	Commercial Printreading	3
CAS170	<b>Beginning Excel (move to electives)</b>	3		<b>BCT COMPUTER APP ELECTIVES (ADD)</b>	6
<b>Term 5</b>			<b>Term 5</b>		
BCT204C	Const. Estimating-Commercial	3	BCT 204C	Const. Estimating-Commercial	3
BCT206	Sustainable Const. Practices	3	BCT 206	Sustainable Const. Practices	3
BCT222	Engineering for Constructors	3	BCT 222	Engineering for Constructors	3
BCT101	<b>Prin of Construction Surveying (delete)</b>	3			
	General Education Courses	4		General Education Courses	4
<b>Term 6</b>			<b>Term 6</b>		
	General Education Courses	4		General Education Courses	4
BCT225	Construct Project Management	3	BCT 225	Construct Project Management	3
BCT214	Adv Construction Estimating	3	BCT 214	Advanced Construction Estimating	3
BCT207	Construction Job Costing	3	BCT 207	Construction Job Costing	3
BCT130	Construction Safety	3	BCT 130	Construction Safety	3
<b>Term 7</b>			<b>Term 7</b>		
BCT280A	CE: Building Construction	3	BCT280A	CE: Building Construction	3
				<b>BCT CAD Electives</b>	
				ARCH 126, ARCH 136, BCT 105, BCT 209, ARCH 127, ARCH 237, ARCH 247	
				<b>BCT SPEECH Electives</b>	
				SP 111, SP 215	
				<b>BCT Computer Application Electives</b>	
				CAS 170, CAS 171, CAS 220, CAS, 133, CAS 140	
	<b>DROP Program Requirements</b>				

	<p>*Could be used as General Education</p> <p>1 Class may be challenged by petitioning for course by examination.</p> <p>2 ARCH 162 Blueprint Reading Part 2 may be substituted for BCT 213</p> <p>3 CAS 171 Intermediate Excel may be substituted for CAS 170</p> <p>4 ARCH 122 Structural Systems 2 may be substituted for BCT 222</p> <p>5 Credits for this class may vary from one to six depending on the nature and duration of the cooperative experience. until the required number of credits is fulfilled. See advisor for details.</p> <p>This class may be taken one or more times until the required number of credits is fulfilled.</p> <p>See advisor for details</p>				
					<b>Credit Total</b>
					<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Is this a degree option?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>If yes, name of the base degree:</b>			
<b>Are there any career pathway(s) or related certificates attached to this degree?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>If yes, name of career pathway(s) or related certificate</b>			
<b>Requested Implementation Term</b> (Please refer to <a href="#">Degree/Certificate timeline</a> implementation guidelines)					

<b>Submitted By:</b>	<b>Robert Steele</b>
<b>Email:</b>	<b>rsteale@pcc.edu</b>

Next steps:

1. Save the completed Associate of Applied Science Revision Request Form and submit as an e-mail attachment to [dac@pcc.edu](mailto: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 - 4<sup>th</sup> floor via campus mail.





**ASSOCIATE OF APPLIED SCIENCE DEGREE  
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>	Associate of Applied Science degree in Health Informatics	<b>Proposed Title:</b>	
<b>Current Credits:</b>	96	<b>Proposed Credits:</b>	
<b>Overview and rationale for proposed changes:</b>	<p>1. Make the AAS degree in Health Informatics a Limited Entry Program. Require all students to meet with a CIS advisor before they can declare this degree as their major.</p> <p>The AAS degree in Health Informatics requires four (4) HIM classes (HIM 110, 182, 283 and 285) and one (1) CIS class (CIS 245) that are only offered once per year and which have specific prerequisites. Students must understand when these prereqs and required courses are offered in order to graduate in a timely fashion. In addition, there continues to be slow job-growth in this new industry. It is important for new students to have a realistic understanding of the job market for this degree before they decide to pursue it.</p> <p>2. Delete MP 109 (medical terminology) and replace it with MP 111 (medical terminology) as MP 109 will no longer be offered.</p> <p>3. Add HIM 120 (health information technology lab) as a Health Informatics Degree elective.</p> <p>4. Reduce total elective credits from 17 to 15 to maintain total degree credits at 96.</p>		
<b>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). Use simple text such as Add, Remove, Change, Revise to inform the reader of the changes desired.</b>	<p>1. Make the AAS degree in Health Informatics a Limited Entry Program.</p> <p>2. The program prerequisites are:</p> <ul style="list-style-type: none"> <li>a. Program advising with a CIS program advisor</li> <li>b. Compass scores to show readiness to enter WR 121 and MTH 95</li> <li>c. Complete CAS 133 (microsoft office) <i>or</i> CIS 120 (computer concepts I) <i>or</i> have basic computer skills in Windows Operating System, and Microsoft Word, Excel, Powerpoint and Access prior to taking any HIM or CIS course</li> </ul> <p>3. Delete MP 109 (basic medical terminology)</p> <p>4. Add MP 111 (medical terminology)</p> <p>5. Add HIM 120 (health information technology lab) to the list of Health Informatics Degree Electives</p>		

	<p>6. Delete MP 110 (basic medical terminology II) and MP 111 (medical terminology) from list of Health Informatics Degree Electives Reduce Health Informatics Degree Electives from 17 to 15</p>
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<p>Are you adding or removing a course which is from another discipline? Consider this question for program prerequisites and required courses</p>	<input checked="" type="checkbox"/> Yes  <input type="checkbox"/> No	<p>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.</p>	
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<p><b>SECTION # 2 PREREQUISITES AND OUTCOMES</b> All degree/certificate outcomes will be reviewed by the committee regardless of whether or not outcomes have changed.</p>
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Current Prerequisites	Does the revision involve changing degree prerequisites?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Course Number	Course Title or Placement level		

Proposed Prerequisites		
Course Number	Course Title or Placement level	
	Limited Entry Program. All students must meet with a CIS advisor before they can declare this degree as their major.	

<p><b>Current Outcomes: Required whether or not outcomes are being changed.</b></p>	<p>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.</p>	<p><b>Does the revision involve changing degree outcomes?</b></p> <p><input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No</p>
<p>Identify which college AAS degree outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the AAS degree outcomes.</p>		
<p><b>Degree Outcome</b></p>		<p><b>Core Outcome</b></p>
<p><i>Students who complete this degree should be able to:</i></p>		
<p><b>The outcomes were developed and approved by the statewide consortium. They retain the spirit of the PCC goal of degree and certificate outcomes.</b></p> <ul style="list-style-type: none"> <li>• Health Care System Environment <ul style="list-style-type: none"> <li>○ Develop and evaluate health care system requirements</li> <li>○ Design, implement and deploy a health care system</li> <li>○ Evaluate, test, debug and troubleshoot a health care system</li> <li>○ Apply operational health care knowledge in addressing Health Informatics system needs</li> </ul> </li> </ul>		<p>Communication.</p> <p>Community and Environmental Responsibility.</p> <p>Critical Thinking and Problem Solving.</p>
<ul style="list-style-type: none"> <li>• Technology <ul style="list-style-type: none"> <li>○ Create effective databases and user interfaces</li> <li>○ Query a database using advanced SQL concepts</li> <li>○ Develop small programs</li> <li>○ Select appropriate technology tools by recognizing tool capabilities and limitations</li> </ul> </li> </ul>		<p>Professional Competence.</p> <p>Critical Thinking and Problem Solving.</p>
<ul style="list-style-type: none"> <li>• Personal and Interpersonal <ul style="list-style-type: none"> <li>○ Communicate effectively in both oral and written form</li> <li>○ Work effectively in teams</li> </ul> </li> </ul>		<p>Self-Reflection.</p> <p>Cultural Awareness.</p> <p>Communication.</p>
<ul style="list-style-type: none"> <li>• Manage time, tasks and projects <ul style="list-style-type: none"> <li>○ Take ownership of Health Informatics career by adapting and learning new skills</li> <li>○ Explain concepts, components, &amp; processes of a health care system</li> <li>○ Plan and control total cost of ownership (TCO) for a health care system</li> </ul> </li> </ul>		<p>Self-Reflection.</p> <p>Communication.</p>

<ul style="list-style-type: none"> <li>• Network management <ul style="list-style-type: none"> <li>○ Install, manage and troubleshoot issues in a network environment</li> <li>○ Provide technical support to desktop clients</li> <li>○ Identify and evaluate network requirements for a health care organization</li> <li>○ Specify and purchase hardware and software for a local area network</li> <li>○ Assemble hardware, install software, and configure a local are network</li> <li>○ Operate a reliable and secure local area network</li> <li>○ Establish and maintain connections between/among local are networks and wide area networks</li> <li>○ Use network concepts and terminology to communicate with vendors and users</li> </ul> </li> </ul>	Professional Competence.  Critical Thinking and Problem Solving.
<ul style="list-style-type: none"> <li>• Business <ul style="list-style-type: none"> <li>○ Work with users, managers and associates in helping to define systems requirements for new projects.</li> <li>○ Assist in management of small to medium-size projects using project management software and practices</li> <li>○ Use accounting principles to increase profitability and decrease cost in a project</li> <li>○ Use micro and macro economics knowledge to understand their effect on the economy</li> </ul> </li> </ul>	Communication.  Cultural Awareness

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

Degree Outcome	Core Outcome
<i>Students who complete this degree should be able to:</i>	

**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 DEGREE INFORMATION			PROPOSED DEGREE INFORMATION		
COURSE NUMBER	COURSE TITLE	CREDITS	COURSE NUMBER	COURSE TITLE	CREDITS
BA 205	Solving Communication Problems with technology	4	BA 205	Solving Communication Problems with technology	4
BA 211	Principles of accounting I	3	BA 211	Principles of accounting I	3
CIS 125D	Database applications development I	4	CIS 125D	Database applications development I	4
CIS 140M or CS 140U	Operating Systems I: Microsoft or Introduction to UNIX	4	CIS 140M or CS 140U	Operating Systems I: Microsoft or Introduction to Unix	4
CIS 179	Data Communications I	4	CIS 179	Data Communications I	4
CIS 244	Structured Systems Analysis	4	CIS 244	Structured Systems Analysis	4
CIS 245	Project Management – IS	4	CIS 245	Project Management – IS	4
CIS 275	Intro to SQL	4	CIS 275	Intro to SQL	4
CIS 276	Advanced SQL	4	CIS 276	Advanced SQL	4
CIS 280D or CIS 277H	CE: Application Development or Health Informatics Environment Simulation	4	CIS 280D or CIS 277H	CE: Application Development or Health Informatics Environment Simulation	4
HIM 110	Health Information Technology I	4	HIM110	Health Information Technology I	4
HIM 182	Health Care Delivery Systems	3	HIM182	Health Care Delivery Systems	5
HIM 283	Health Information Systems	4	HIM283	Health Information Systems	4
HIM 285	Healthcare Financing and Compliance	3	HIM285	Healthcare Financing and Compliance	3
<b>MP 109</b>	<b>Basic Medical Terminology (remove)</b>	<b>2</b>	<b>MP 111</b>	<b>Medical Terminology (add)</b>	<b>4</b>
	<b>Health Informatics Electives</b>	<b>17</b>		<b>Health Informatics Electives (decrease credits)</b>	<b>15</b>
	<b>ELECTIVES</b>			<b>ELECTIVES</b>	
BA 224	Human Resource Management	3	BA 224	Human Resource Management	3
BA 255	Project Management – Business Environments	4	BA 255	Project Management – Business Environments	4
BI 112	Cell Biology for Health Occupations	5	BI112	Cell Biology for Health Occupations	5
BI 121	Introduction to Human Anatomy and Physiology I	4	BI121	Introduction to Human Anatomy and Physiology I	4
BI 122	Introduction to Human Anatomy and Physiology II	4	BI122	Introduction to Human Anatomy and Physiology II	4

BI 231	Human Anatomy and Physiology I	4	BI231	Human Anatomy and Physiology I	4
BI 232	Human Anatomy and Physiology II	4	BI232	Human Anatomy and Physiology II	4
BI 233	Human Anatomy and Physiology III	4	BI233	Human Anatomy and Physiology III	4
CS 140U	Introduction to UNIX	4	CS140U	Introduction to UNIX	4
CIS 140M	Operating Systems I: Microsoft	4	CIS140M	Operating Systems I: Microsoft	4
CIS 145	Microcomputer Hardware and Troubleshooting	4	CIS145	Microcomputer Hardware and Troubleshooting	4
CIS 188	Introduction to Wireless Networking	4	CIS188	Introduction to Wireless Networking	4
CIS 189	Wireless Security	4	CIS189	Wireless Security	4
CIS 225	End User Support	4	CIS225	End User Support	4
CIS 240L	Linux Installation and Configuration	4	CIS240L	Linux Installation and Configuration	4
CIS 240M	Managing a Windows Server Environment	4	CIS240M	Managing a Windows Server Environment	4
CIS 277D	Database Security	4	CIS277D	Database Security	4
CIS 277O	Advanced Database Concepts in Oracle	4	CIS277O	Advanced Database Concepts in Oracle	4
CIS 277T	Web Business Intelligence Development	4	CIS277T	Web Business Intelligence Development	4
CIS 278	Data Communications II	4	CIS278	Data Communications II	4
CIS 279L	Linux Network Administration	4	CIS279L	Linux Network Administration	4
CIS 284	Network Security	4	CIS284	Network Security	4
CIS 288M	Microsoft Network Administration	4	CIS288M	Microsoft Network Administration	4
CIS 289M	Microsoft Active Directory Administration	4	CIS289M	Microsoft Active Directory Administration	4
			<b>HIM 120</b>	<b>Health Information Technology I – Lab (add)</b>	<b>1</b>
HIM 271	Quality Improvement in Healthcare	3	HIM271	Quality Improvement in Healthcare	3
HIM 274	Quality Improvement in Healthcare - Lab	1	HIM274	Quality Improvement in Healthcare - Lab	1
HIM 281	Data Management and Analysis I	3	HIM281	Data Management and Analysis I	3
HIM 286	Data Management and Analysis I –Lab	2	HIM286	Data Management and Analysis I –Lab	2
<b>MP 110</b>	<b>Basic Medical Terminology II (remove)</b>	<b>2</b>			
<b>MP 111</b>	<b>Medical Terminology (remove)</b>	<b>4</b>			
MSD 279	Project Management – Intro	4	MDS279	Project Management – Intro	4
OS 220	Business Editing Skills	4	OS220	Business Editing Skills	4
WR 122	English Composition	4	WR122	English Composition	4
WR 227	Technical and professional writing	4	WR227	Technical and professional writing	4
	<b>Credit Total</b>	<b>96</b>		<b>Total</b>	<b>96</b>

<b>SECTION # 4 (Please contact the Curriculum Office for support in filling out this section if needed.)</b>			
<b>Is this a statewide degree?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>Has the change been approved by the consortium?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Is this a degree option?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>If yes, name of the base degree:</b>	
<b>Are there any career pathway(s) or related certificates attached to this degree?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>If yes, name of career pathway(s) or related certificate</b>	
<b>Requested Implementation Term</b> (Please refer to <a href="#">Degree/Certificate timeline</a> implementation guidelines)			

<b>Submitted By:</b>	<b>Terry Foty</b>
<b>Email:</b>	<b>tfoty@pcc.edu</b>

Next steps:

1. Save the completed Associate of Applied Science Revision Request Form and submit as an e-mail attachment to [dac@pcc.edu](mailto: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 - 4<sup>th</sup> floor via campus mail.



**ASSOCIATE OF APPLIED SCIENCE DEGREE  
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>	Multimedia AAS Degree	<b>Proposed Title:</b>	Multimedia AAS Degree
<b>Current Credits:</b>	97	<b>Proposed Credits:</b>	97
<b>Overview and rationale for proposed changes:</b>	Remove 15 required multimedia credits, allowing student to choose 15 multimedia elective credits.		
<b>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). Use simple text such as Add, Remove, Change, Revise to inform the reader of the changes desired.</b>	<ol style="list-style-type: none"> <li><b>Remove MM240, MM241, MM245, and MM238 from the required multimedia</b></li> <li><b>Add Multimedia Elective list 15 credits.</b></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 PREREQUISITES AND OUTCOMES**

All degree/certificate outcomes will be reviewed by the committee regardless of whether or not outcomes have changed.

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

**Proposed Prerequisites**

Course Number	Course Title or Placement level	

<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 degree outcomes?</b>  <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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Identify which college AAS degree outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the AAS degree outcomes.

Degree Outcome	Core Outcome
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<i>Students who complete this degree should be able to:</i>	
<ul style="list-style-type: none"> <li>Plan, research, design, write, create, evaluate and revise context-appropriate interactive multimedia presentations and projects using a variety of methods and industry-standard tools.</li> </ul>	<b>Communication</b>  <b>Professional Competence</b>  <b>Cultural Awareness</b>  <b>Community and Environmental Responsibility</b>
<ul style="list-style-type: none"> <li>Apply basic elements and principles of design to multimedia projects.</li> </ul>	<b>Communication</b>  <b>Professional Competence</b>
<ul style="list-style-type: none"> <li>Prepare and present a multimedia portfolio containing hard copy and electronic media that demonstrates multimedia and</li> </ul>	<b>Critical Thinking and Problem</b>

<p>problem-solving skills and includes designing a personal marketing plan based on analysis of employment availability and trends in the multimedia industry.</p>	<p><b>Solving Professional Competence</b></p>
<ul style="list-style-type: none"> <li>• Create and edit media elements using industry standard software, optimized for quality, file size, and file format for delivery over appropriate media and use programming/scripting languages, to develop, enhance, and extend the features of multimedia projects.</li> </ul>	<p><b>Communication</b></p> <p><b>Critical Thinking and Problem Solving</b></p> <p><b>Professional Competence</b></p>
<ul style="list-style-type: none"> <li>• Work effectively in group- and team-based multimedia project environments.</li> </ul>	<p><b>Communication</b></p> <p><b>Self-Reflection</b></p> <p><b>Critical Thinking and Problem Solving</b></p> <p><b>Cultural Awareness</b></p> <p><b>Community and Environmental Responsibility</b></p> <p><b>Professional Competence</b></p>
<ul style="list-style-type: none"> <li>• Apply the essential features of project management: scheduling, estimating, marketing, prototyping, budgeting, testing and QA, determining specifications, and developing proposals.</li> </ul>	<p><b>Professional Competence</b></p> <p><b>Critical Thinking and Problem Solving</b></p> <p><b>Communication</b></p>
<ul style="list-style-type: none"> <li>• Manage business aspects of multimedia production.</li> </ul>	<p><b>Communication</b></p> <p><b>Community and Environmental Responsibility</b></p> <p><b>Critical Thinking and Problem Solving</b></p> <p><b>Professional Competence</b></p> <p><b>Self-Reflection</b></p>

<ul style="list-style-type: none"> <li>Transfer to a college or university for upper level studies in multimedia.</li> </ul>	<b>Communication</b>  <b>Community and Environmental Responsibility</b>  <b>Critical Thinking and Problem Solving</b>  <b>Cultural Awareness</b>  <b>Professional Competence</b>  <b>Self-Reflection</b>
<b>Revised Outcomes:</b> Identify which college AAS degree outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the AAS degree outcomes.	
<b>Degree Outcome</b>	<b>Core Outcome</b>
<i>Students who complete this degree should be able to: No Change</i>	

**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 DEGREE INFORMATION			PROPOSED DEGREE INFORMATION		
COURSE NUMBER	COURSE TITLE	CREDITS	COURSE NUMBER	COURSE TITLE	CREDITS
MM110	Introduction to Multimedia	1		First Term	




			*ART 116	Basic Design	3
			WR 122	English Composition	4
				Gen Ed	4
				<b>Seventh Term</b>	
			*ART 117	Basic Design	3
			*MTH 105	Explorations in Mathematics	4
				Gen Ed	4
				<b>Eighth Term</b>	
			MM250	Advance Multimedia Project	3
				<b>Multimedia elective list:</b>	
			MM146	Directing actors for video	4
			MM233	3D Character Model & Animation	3
			MM234	3 D for the World Wide Web	3
			MM236	Deliver Digit Video/Audio File	3
			MM237	Video Compositing and Effects	4
			MM238	Creating ProfessionalDVD-Video	4
			MM239	Digital Video Edit/Post Production II	4
			MM240	MM Authoring II-Scripting	4
			MM241	MM Authoring III - Scripting	4
			MM245	Internet Delivery Methods	3
			MM246	Post Production Sound for Video	2
			MM247	Field sound for video	2
			MM251	Adv MM Project Development II	3
			MM252	Adv MM Project Development III	3
			MM253	Intermediate Modeling and Texturing	3
			MM254	Character Rigging and Animation	3
			MM255	3D Lighting and Texturing	3
			MM256	Graphics for Multimedia II	4
			MM258	Video Compositing and Effects II	4
			MM259	Screenwriting/Pre-Prod	4
			MM260	Video Production I	4

			MM261	Video Production II	4
			MM262	Video Production III	4
			MM280	CE: Work Experienc/Multimedia	1-3
<b>Credit Total</b>			<b>97</b>	<b>Credit Total</b>	<b>97</b>

**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
Is this a degree option?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, name of the base degree:	
Are there any career pathway(s) or related certificates attached to this degree?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, name of career pathway(s) or related certificate	
Requested Implementation Term (Please refer to <a href="#">Degree/Certificate timeline</a> implementation guidelines)			Fall 2013


<b>Submitted By:</b>	Beth Fitzgerald
<b>Email:</b>	efitzger@pcc.edu

		<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: 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:	Terry Foty	Email:tfoty@pcc.edu	Phone:971-722-4070
Title of Degree/Certificate:	Computer Information Systems AAS	Requested Implementation Term:	Winter 2013		
What type of change are you requesting?	<input 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 checked="" 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:		Proposed Course Title:			
Current Course Number:		Proposed Course Number:			
Electives List Title:					
Explanation of Other:	Students must satisfactorily complete all courses with a CIS prefix in the degree with a grade of C or better.				

		<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:	Jim Parks	Email: <a href="mailto:jparks@pcc.edu">jparks@pcc.edu</a>	Phone: 971-722-5236
Title of Degree/Certificate:	AAS - CJA	Requested Implementation Term:	Next Available		
What type of change are you requesting?	<input type="checkbox"/> Course title change <input checked="" 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:	Intelligence – Led Policing	Proposed Course Title:			
Current Course Number:	CJA 232	Proposed Course Number:			
Electives List Title:	Criminal Justice Degree electives				
Explanation of Other:					



		<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: 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:	Beth Fitzgerald	Email: <a href="mailto:efitzger@pcc.edu">efitzger@pcc.edu</a>	Phone: 971-722-5672
Title of Degree/Certificate:	Multimedia	Requested Implementation Term:	Summer 2013		
What type of change are you requesting?	<input type="checkbox"/> Course title change <input checked="" 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:	MM146- Directing for Recording	Proposed Course Title:	N/A		
Current Course Number:		Proposed Course Number:	N/A		
Electives List Title:	Multimedia Program Electives				
Explanation of Other:	This is to verify that these MM courses are included in the Grad Plan system and the catalog as Multimedia Electives.				

		<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:	Beth Fitzgerald	Email: <a href="mailto:efitzger@pcc.edu">efitzger@pcc.edu</a>	Phone: 971-722-5672
Title of Degree/Certificate:	Multimedia	Requested Implementation Term:	Summer 2013		
What type of change are you requesting?	<input type="checkbox"/> Course title change <input checked="" 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:	MM247- Field Sound for Video	Proposed Course Title:	N/A		
Current Course Number:		Proposed Course Number:	N/A		
Electives List Title:	Multimedia Program Electives				
Explanation of Other:	This is to verify that these MM courses are included in the Grad Plan system and the catalog as Multimedia Electives.				