

# DEGREES & CERTIFICATES COMMITTEE MINUTES

November 14<sup>th</sup>, 2018 – 2pm to 4pm  
Sylvania, CC Conference Room 233B

<b>Committee – Voting Members ✓</b>					
✓	Eriks Puris (Chair)	✓	Beth Fitzgerald		Alissa Leavitt
✓	Kristin Bryant		Wendy Fresh	✓	Don Ritchie
✓	Laurie Chadwick	✓	Dana Fuller	✓	Cheryl Scott
✓	Dorina Cornea-Hasegan	✓	Amanda Gallo	✓	Irene Seto
✓	Meredith Farkas	✓	Jaime Heberlein	✓	Stacie Williams
<b>Committee Support – Non-Voting Members ✓</b>					
✓	Joshua Andersen	✓	Ryan Clark	✓	Joy Killgore
✓	Emily Biskey	✓	Sally Earll	✓	Jessica Morfin
	Kendra Cawley	✓	Anne Haberkern	✓	Susan Wilson
<b>Guests</b>					
Jimena Alvarado (WS)		Mike Guthrie (EXS)		Reimi Patterson-Davidson (Student Records)	
Elizabeth Brewster (LAT)		Sam Minnema (DST)		Scott Stewart (MCH)	
Christine Fletcher (VT)		Scott Morgan (AM)		Cara Tang (CIS)	
Marc Goodman (CIS)		Felesia Otis (AD)			

## **OLD BUSINESS:**

All items can be viewed in CourseLeaf, which can be accessed through your MyPCC account.

<b>Degree/Certificate Title ✓</b>	<b>Recommended for approval:</b>	<b>Recommended w/amendments:</b>	<b>Postponed</b>
<b>1.</b> AAS-ADC: Addiction Counselor AAS – Represented by <i>Felesia Otis</i>	✓		
<b>2.</b> ACERT-ASC: Addiction Studies Less Than One-Year Certificate – Represented by <i>Felesia Otis</i>	✓		
<b>3.</b> ACERTP-FPT: Personal Trainer Less Than One-Year Certificate – Represented by <i>Mike Guthrie</i>	✓		
<b>4.</b> ACERTP-GFL: Group Fitness Leader Less Than One-Year Certificate – Represented by <i>Mike Guthrie</i>	✓		
<b>5.</b> ACERTP-HOA: Healthy Older Adult Fitness Less Than One-Year Certificate – Represented by <i>Mike Guthrie</i>	✓		

## **NEW BUSINESS:**

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<b>Degree/Certificate Title ✓</b>	<b>Recommended for approval:</b>	<b>Recommended w/amendments:</b>	<b>Postponed</b>
<b>1.</b> AAS-ADC: Addiction Counselor AAS – Represented by <i>Felesia Otis</i>	✓		
<b>2.</b> ACERT-ASC: Addictions Studies Less Than One-Year Certificate – Represented by <i>Felesia Otis</i>	✓		
<b>3.</b> AAS-AM: Automotive Service Technology AAS – Represented by <i>Scott Morgan</i>	✓		
<b>4.</b> ACERT2-AM: Automotive Service Technology Two-Year Certificate – Represented by <i>Scott Morgan</i>	✓		
<b>5. NEW:</b> AAS-CIS: Cybersecurity AAS – Represented by <i>Cara Tang &amp; Marc Goodman</i>	✓		
<b>6. NEW:</b> ELECTV-CIS14: Computer Information Systems Cybersecurity Business Electives – Represented by <i>Cara Tang &amp; Marc Goodman</i>	✓		
<b>7. NEW:</b> ELECTV-CIS15: Computer Information Systems Degree Electives – Represented by <i>Cara Tang &amp; Marc Goodman</i>	✓		
<b>8. NEW:</b> ELECTV-CIS16: Computer Information Systems First Term Programming Electives – Represented by <i>Cara Tang &amp; Marc Goodman</i>	✓		
<b>9. NEW:</b> AAS-DSTE: Caterpillar Electric Power-ThinkBig AAS – Represented by <i>Sam Minnema</i>	✓		
<b>10. NEW:</b> ELECTV-DSTE01: AC/DC Theory Electives – Represented by <i>Sam Minnema</i>	✓		

11. <b>NEW:</b> ELECTV-DSTE02: Advanced AC Electrical Electives – Represented by <i>Sam Minnema</i>	✓		
12. AAS-LATD: Landscape Technology: Design AAS – Represented by <i>Elizabeth Brewster</i>	✓		
13. <b>NEW:</b> ACERT-LAT: Arboriculture Less Than One-Year Certificate – Represented by <i>Elizabeth Brewster</i>	✓		
14. AAS-MCH: Machine Manufacturing Technology AAS – Represented by <i>Scott Stewart</i>	✓		
15. AAS-VT: Veterinary Technology AAS – Represented by <i>Christine Fletcher</i>	✓		
16. PREREQ-MA01: Medical Assisting Prerequisites	✓		

## **CONSENT AGENDA ITEMS:**

These items do not require committee recommendation.

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<p>ELECTV-CIS01: Computer Information Systems Program Electives</p> <p>ELECTV-CIS04: Computer Information Systems Network Administration Degree Electives</p> <p>ELECTV-CJA01: Criminal Justice Degree Electives</p> <p>ELECTV-EEFS01: Early Childhood Education Electives</p> <p>ELECTV-GRN01: Gerontology Program Electives</p> <p>ELECTV-HUS01: Family and Human Services Concentration Area Electives</p> <p>ELECTV-LAT01: Landscape Technology Degree Electives</p> <p>ELECTV-LAT03: Landscape Design Degree Electives</p> <p>ELECTV-LAT05: Landscape Technology Degree Electives</p> <p>ELECTV-LAT07: Landscape Service Technician Electives</p> <p>ELECTV-MM01: Multimedia Program Electives</p> <p>ELECTV-MM03: Video Production Certificate Electives</p> <p>ELECTV-MUC05: Music and Sonic Arts Music Electives</p> <p>ELECTV-PL01: Paralegal Program Electives</p> <p>NONACPREREQ-CIS01: Computer Information Systems Academic Non-Prerequisites and Requirements</p>
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### **NOTES:**

#### ***Old Business –***

#### **AAS-ADC: Addiction Counselor AAS**

#### **ACERT-ASC: Addiction Studies Less Than One-Year Certificate**

- AD 160 replaced AD 150+AD151 changed degree requirements to AD 160 or AD 150 + AD 151 to eliminate need for substitutions.

- AD 161 replaced AD 155+AD157 changed degree requirements to AD 160 or AD 150 + AD 151 to eliminate need for substitutions.

**ACERTP-FPT: Personal Trainer Less Than One-Year Career Pathway Certificate**  
**ACERTP-GFL: Group Fitness Leader Less Than One-Year Career Pathway Certificate**  
**ACERTP-HOA: Healthy Older Adult Fitness Less Than One-Year Career Pathway Certificate**

- Program name changed from Fitness Technology to Exercise Science
- Prefix for FT courses will be changed to EXS later this year
- Changed the less than one-year career pathway certificates from open entry to closed entry program to match AAS degrees in program. Students must attend an orientation session, apply, meet with the program advisor before getting officially accepted

***New Business –***

**REVISION: AAS-AM: Automotive Service Technology AAS**

**REVISION: ACERT2-AM: Automotive Service Technology Two-Year Certificate**

- Outcome 3 revised: “Communicate *professionally effectively* with employers, customers and *co-workers using industry standard language and following industry standard protocols.* ~~co-workers.~~”

**NEW: AAS-CIS: Cybersecurity AAS**

**NEW: ELECTV-CIS14: Computer Information Systems**

**NEW: ELECTV-CIS15: Computer Information Systems Degree Electives**

**NEW: ELECTV-CIS16: Computer Information Systems First Term Programming Electives**

- High demand in cybersecurity, but low supply of qualified Information Security Analysts
- 1 in 3 workers in the cybersecurity field have Associate Degrees or less
- NSA has listed PCC as a National Center of Academic Excellence in Cybersecurity
- OIT currently has a B.S. degree in Information Technology with a focus in cybersecurity; students could start at PCC then transfer to OIT in same field
- AAS-CIS: Cybersecurity program follows the Association for Computing Machinery guidelines for critical outcome areas in the field
- ELECTV-CIS15 is a long list with several themes for students to choose from

**NEW: AAS-DSTE: Caterpillar Electric Power-ThinkBig AAS**

**NEW: ELECTV-DSTE01: AC/DC Theory Electives**

**NEW: ELECTV-DSTE02: Advanced AC Electrical Electives**

- New degree program was requested by Caterpillar
- PCC will become the 2<sup>nd</sup> school in the country to offer this program – South Georgia Technical College is the other one
- A PCC student recently won Caterpillar’s international competition; story can be found in the PCC news stream
- Department has a brand new space at the Rock Creek campus

- Program offers paid internships to students with Peterson Cat; if the students perform well, a real job position is usually awarded upon graduation
- The company also financially sponsors students per seat
- APR courses are included in the elective lists – 3 each
- Gen Ed courses recommended: PSY 101, COMM 101, & ESR 171

**REVISION: AAS-LATD: Landscape Technology: Design AAS**

**NEW: ACERTP-ARB: Arboriculture Less Than One-Year Career Pathway Certificate**

- Added additional option for meeting cooperative education requirement: LAT 280C Cooperative Work Experiences – Landscape Design
- ACERTP-LAT is new and designed to train student students to become an arborist
- Recommendation to convert to less-than one year career pathways certificate because of the jobs skills students acquire, job demand and all coursework can be applied to AAS degree.

**REVISION: AAS-MCH: Machine Manufacturing Technology AAS**

- Changed from closed enrollment to open enrollment.
- Replaced footnote with “or” this reduced credit requirement for the degree by 0.5 by because curriculum always defaults to the minimum number of credits

**REVISION: AAS-VT: Veterinary Technology AAS**

- Credit requirement for the degree is reduced by 1 credit to 99 as VT 207 has been reduced to 1 credit.

**REVISION: PREREQ-MA01: Medical Assisting Prerequisites**

- Revised the BI prerequisite from BI 121 to BI 120 or BI 121. BI 120 is a new course designed specifically for health students.

***Consent Agenda Items –***

- Approved

***Awards –***

- Women’s and Gender Studies Focus Award: name change from Women’s Studies to Women’s and Gender Studies along with description change

***Policies:***

- N/A

***Discussion Items:***

- General Education Reform, Core Outcomes and LDC Degree Outcomes: Eriks Puris
  - PowerPoint was shown; PCC is in the process of creating new outcomes; approval should come in Winter 2020
  - ELIWIG (CC, LAC, DAC, DSACs) has been working on the Gen Ed framework
  - DAC will look at draft of new outcomes and compare with our current core outcomes for homework

- Guided Pathways: Eriks Puris – 1<sup>st</sup> meeting will happen later in November; more to come on that
- DOI Report: Cheryl Scott – nothing to report
- EAC Chair Report: Eriks Puris
  - EAC: Josephine Pino is still on medical leave, but should be returning in January
  - A task force on membership is looking at modifications to membership and structure of EAC; it is recognized that more classified and student services representation is needed
  - Student Code of Conduct will be reviewed this academic year
- Style Guide: nothing to report