Degrees and Certificates Committee Minutes

Date: Wednesday, January 17, 2018

Sylvania, CC Building room 233B, 2pm to 4pm

Committee Members (voting)					
✓	Kristin Bryant	✓	Amanda Gallo		Jamie Roderick
✓	Dorina Cornea-Hasegan	✓	Kate Kinder	✓	Cheryl Scott
✓	Beth Fitzgerald		Alissa Leavitt	✓	Irene Seto
✓	Wendy Fresh	✓	Eriks Puris (Chair)		
	Dana Fuller	✓	Don Ritchie		
Committee Members (non-voting)					
✓	Mandi Andersen	✓	Sally Earll	✓	Jessica Morfin
✓	Emily Biskey	✓	Anne Haberkern	✓	Susan Wilson
✓	Kendra Cawley	✓	Joy Killgore		
Guests					
Aubrey Baldwin (PARA)		Tyler Phillis (DS)			
Jane Ellis (EM)		Daphne Wu (MSD)			
Sarah Gaskins (MUC)					
Tanya Littrel (FT)					

CHAIR REMARKS:

Old Business:

New Business:

Directions for accessing the New Business agenda in Courseleaf*: Log into MyPCC, open the "Electronic Approval Queue" link under "Tools" in the Faculty tab. Once you have opened the Electronic Approval Queue, select "Degrees and Certificates Committee Chair" from the Your Role drop-down menu.*

OLD BUSINESS:

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

Degree/Certificate Title	Recommended for approval:	Recommended w/amendments:	Postponed

NEW BUSINESS:

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

Degree/Certificate Title	Recommended for approval:	Recommended w/amendments:	Postponed
AAS-CISN: Network Administration AAS Degree Represented by			✓
AAS-DST: Diesel Service Technology AAS Degree Represented by Tyler Phillis	✓		
ACERT2-DST: Diesel Service Technology Two-Year Certificate Represented by Tyler Phillis	✓		
AAS-EXS: Exercise Science AAS Degree Represented by Tanya Littrel	✓		
ACERTP-FPT: Personal Trainer Less Than One-Year Career Pathway Certificate Represented by Tanya Littrel	✓		
ACERTP-GFL: Group Fitness Leader Less Than One-Year Career Pathway Certificate Represented by Tanya Littrel	✓		
ACERTP-HOA: Healthy Older Adult Fitness Less Than One-Year Career Pathway Certificate Represented by Tanya Littrel	✓		
AAS-PARA: Paralegal AAS Degree Represented by Aubrey Baldwin	✓		
ACERT1-ACTC: Accounting Clerk One-Year Certificate Represented by			✓
ACERT1-MSD: Management/Supervisory Development One-Year Certificate Represented by Daphne Wu	✓		
ACERTP-THAS: Therapeutic Horticulture Activity Specialist Less Than One-Year Career Pathway Certificate Represented by Jan Abushakrah	✓		

ACERTP-CCI: Creative Coding and Immersive Technologies Less Than One-Year Career Pathway Certificate Represented by Sarah Gaskins	✓		
ACERTP-MMC: Multimedia Less Than One-Year Career Pathway Certificate Represented by Beth Fitzgerald	✓		
INACTIVATE: AAS-EMA Emergency Management AAS Degree Represented by Jane Ellis	✓		
INACTIVATE: ACERT1-EMC: Emergency Management One-Year Certificate Represented by Jane Ellis	✓		
CONSENT AGENDA ITEMS: These items do not require committee recommendation. All items can be viewed in Courseleaf, which can be accessed through your MyPCC account			
• ELECT-AM02: Automotive Service Electives • ELECTV-DS01: Diesel Service Technology Certificate Electives • INACTIVATE: ELECTV-EM01: Emergency Management Program Electives	✓		

NOTES:

AAS-DST: Diesel Service Technology AAS Degree and ACERT2-DST: Diesel Service Technology Two-Year Certificate

- New course DS 100 replaces DS 104 & DS 204. DS 100 is simply a combined version of DS 104 & DS 204. Credit total remains unchanged at 96.

AAS-EXS: Exercise Science AAS Degree
- Added HUS 101 Mental First Aid (1 credit) and reduced electives from 14 to 13 credits.
- Existing course FT 102 Injury Prevention & Management (3 credits) has been split into FT 100 Emergency Response for Fitness Professionals (1 credit) and FT 110 Injury Prevention & Management (2 credits). For degree replace FT 102 with FT 100 and FT 110.
- Degree credit total remains at 90 credits

- In order to propagate name change of degree wording in Outcome 2 changed: Apply the knowledge and skills gained in ~~a Fitness Science~~ an Exercise Science AAS Degree when critically evaluating and interpreting fitness and wellness information.

ACERTP-FPT: Personal Trainer Less Than One-Year Career Pathway Certificate
- Added HUS 101 Mental First Aid (1 credit).
- Existing course FT 102 Injury Prevention & Management (3 credits) has been split into FT 100 Emergency Response for Fitness Professionals (1 credit) and FT 110 Injury Prevention & Management (2 credits). For degree replace FT 102 with FT 100 and FT 110.
- Certificate credit total increases from 40 to 41 credits.

ACERTP-GFL: Group Fitness Leader Less Than One-Year Career Pathway Certificate
- Added HUS 101 Mental First Aid (1 credit).
- Existing course FT 102 Injury Prevention & Management (3 credits) has been split into FT 100 Emergency Response for Fitness Professionals (1 credit) and FT 110 Injury Prevention & Management (2 credits). For degree replace FT 102 with FT 100 and FT 110.
- Certificate credit total increases from 30 to 31 credits.

ACERTP-HOA: Healthy Older Adult Fitness Less Than One-Year Career Pathway Certificate
- Added HUS 101 Mental First Aid (1 credit), FT 100 Emergency Response for Fitness Professionals (1 credit) and FT 110 Injury Prevention & Management (2 credits).
- Certificate credit total increases from 26 to 30 credits.

AAS-PARA: Paralegal AAS Degree
- Change from Open Enrollment to Restricted Enrollment. Program wants students to meet with advisors before entering program.
- Revised restricted General Education course list to reflect courses removed from Gen Ed list. Gen Ed course list is restricted to meet accreditation standards.

ACERT1-MSD: Management/Supervisory Development One-Year Certificate
- Removed MSD 111 Workplace Correspondence (3 credit) and replaced it with WR 227 Technical and Professional Writing 1 (4 credit) or BA 205 Business Communication Using Technology (4 credit)
- Removed MSD 216 Budgeting for Managers (3 credit) and replaced is with BA 218 Personal Finance (4 credit)
- Changed WR 121 English Composition to WR 121 (or any curse for which WR 121 is a prerequisite)

- Certificate credit total increases from 45 to 47
- Revised outcomes to match revised program outcomes.

ACERTP-THAS: Therapeutic Horticulture Activity Specialist Less Than One-Year Career Pathway Certificate
- To meet accreditation requirement GRN 267 Introduction to Professional Therapeutic Horticulture increased from 2 credit to 3 credits.
- Certificate credit total increases from 38 to 39
- Changed implementation to Fall 2018

ACERTP-CCI: Creative Coding and Immersive Technologies Less Than One-Year Career Pathway Certificate
- New short-term certificate of 24 credits meets new industry standard competencies required to create interactive and immersive experiences for diverse audiences.

ACERTP-MMC: Multimedia Less Than One-Year Career Pathway Certificate
- New short-term certificate of 20 credits meets employer demand for multimedia specialists and production assistants.
- Dull-credit Career Pathway Certificate
- Open entry for diverse students

INACTIVATE: AAS-EMA Emergency Management AAS Degree
- Program has been inactivated due to low enrollment; the field is currently looking for applicants with Bachelors and Master degrees.

Policies:
Directions for accessing the Academic Policies and Standards in Courseleaf: *Log into MyPCC, open the "Electronic Approval Queue" link under "Tools" in the Faculty tab. Once you have opened then type in* **https://catalog-next.pcc.edu/handbook/**

DISCUSSION ITEMS:
Independent Study: Continued discussion, agreed to move forward with limiting number of credits of Coop Education and/or Independent Study that can be used to meet degree requirements to 12. Will recommend to revise Academic Policy A 106 Associate Degrees-Comprehensive Requirements Associate Degree Requirements to reflect this new limit.
General Education: Kendra Cawley gave an update on the continuing progress of the 'new model' for general education. Some CTE programs are suggesting a reexamination of the General Education requirements for AAS degrees.
DOI Report: Cheryl Scott
EAC Report: Eriks Puris
Style Guide: