

Degrees and Certificates Minutes

March 13, 2013

Downtown Center, Rose Room

2pm to 4pm

In attendance: Susanne Christopher, Phil Christain, Janeen Hull, Alex Jordan, Anne Haberkern, Joy Killgore, Beth Fitzgerald, Kathleen Bradach, Kendra Cawley, Eriks Puris, Kristin Benson, Sally Earll, Jessica Morfin, Djambel Unkov, Dave Stout, Sylvia Gray, Shasta Buchanan.

Guests: None.

Map and parking instructions included

Old Business:

Review February 13, 2013 minutes

Repair typo in minutes.

*Eriks moved, Janeen seconded. Unanimous approval as amended. **APPROVED.***

Discussion Items:

EAC Report: Susanne Christopher

New Multimedia: Video Production AAS degree was approved at EAC for recommendation and presented to Dr. Pulliams. Dr. Pulliams approved the degree. It is going to PCC's Board.

Susanne shared how much she has enjoyed chairing this committee since 1999 but with the new building coming opening at SE Center over Winter Break, she thinks it is time to step down from chairing the committee. Susanne has discussed leadership transition with several people, including Sylvia Grey and Chris Chairsell. Janeen Hull has agreed to chair the committee. Fall 2013 will be a transition term where Janeen will attend all EAC Leaders meetings/functions with Susanne. Janeen will assume DNC Chair duties Winter 2014. This is all contingent on EAC approval later in the Spring.

Susanne asked Anne if the March 26 Course Leaf meeting is a good place to have committee members join in the Course Leaf input. Anne suggested that a bigger advisory group would be needed for a later demonstration. The coming demonstration will be very rudimentary but members are welcome. The director asked that people decide if they are going to attend at least a few days before the demo.

DOI Report: Scott Huff (see document within the agenda)

Scott was unable to attend. Susanne presented the DOI document prepared to outline DOI role and DNC. Committee members discussed the document. There were a couple of errors in signature flow. This input will be given to the DOIs. The hope is we can have a final document for our next meeting.

Curriculum Office Report: Anne Haberkern

Course Leaf demo on the 26th of March 2013 at the downtown center 1:30pm to 3:30 pm. Early course building demonstration. Software implementation is on schedule.

Proposed clarifications to G303 and C100: (see documents within the agenda)

Academic Handbook -C 100 and PCC Catalog

To be consistent with AAS degree requirements, the Curriculum and Graduation Office asked if we could add the following with One-year Certificate Requirements and Less than one year Certificate Requirements: "Students may apply to the department chair for waiver of this requirement if they can demonstrate currency in the field ". This would be added at the end of the following requirement:

One-year Certificate Requirements:

At least 12 credits must be earned at PCC, nine of which must apply to the certificate requirements. The final nine credits that apply to the certificate must be earned at PCC. *Students may apply to the department chair for waiver of this requirement if they can demonstrate currency in the field*

Less-Than One Year Certificate Requirements:

At least 6 credits must be earned at PCC, all of which must apply to the certificate requirements. The final six credits that apply to the certificate must be earned at PCC. *Students may apply to the department chair for waiver of this requirement if they can demonstrate currency in the field*

An amendment is suggested to add a semi colon before the added sentence and change the number nine to a numeric character instead of alphabetical.

Beth moved, Eriks seconded. Unanimous recommendation for approval. APPROVED.

Academic Handbook G303 is mislabeled at the header.

Curriculum Office and Graduation Office shared with the committee members that there is college wide confusion around the current language in G 303. They also believe there is not a consistent message being shared with students and this is leading to misinterpretations when applying for graduation. Kristin presented scenarios. Anne and Shasta provide additional perspective.

Committee members asked questions. Issues were identified:

1. In the current language, academic year is not easily understood.
2. In "stop out scenarios" where students return after more than a year break in their studies, applying the current language to identify which catalog(s) the student is qualified to use is not clear.

There may be a value difference between LDC and CTE on the importance of currency of course work, therefore less catalog year.

3. With the newly implemented system where students need to confirm their course of study in Banner, the system interprets this click as a change of major and automatically moves the student's course work into the new catalog requirement for graduation.

We all agreed the ideal decision would harm the least number of students while upholding academic standards for our degrees and certificates. We also determined that more information is needed. Shasta's area will look at Spring 2012 graduates and determine how many catalog years were used. This may give us some sense of how many students/catalog year over the six year catalog requirement.

Shasta and Anne will also check into the situation where the student reaffirms major or changes his/her major and is automatically moved to the current catalog year.

The committee members will think about the issues until the next meeting where additional information will be provided. The hope is we will identify principles and make a principle-based decision on language which may include switching the language from academic year to a certain number of consecutive quarters.

Focus Awards: Guidelines (see revision within the agenda)

Discussion:

Susanne presented the Focus Award Guidelines draft Scott and she worked on. Discussion followed and feedback provided. Kendra discussed item number 5. She feels this will restrict many courses that should be in a focus award.

Proposal: To maximize student access student at every campus should be able to access courses for the award.

A few members feel students should be able to complete a focus award at any campus.

Should the document state only full time faculty can lead and develop focus awards? It was decided sustain was concept that most clearly reflects current practice and institutional desire. Susanne will work on redrafting the proposal and bring it to the next meeting.

Plan for next steps – Postponed for a future meeting

- College Core Outcome assessment
- General Education in AAS

New Business:

2:45 Revision: Dental Hygiene: Josette Beach

Remove three courses from course of study, add three courses to program prerequisites, reduce # of credits to earn the degree.

Postponed

Consent Agenda:

Biology Management Zoo Animals: Change program prerequisites

Criminal Justice Leadership: add to elective list, CJA 251, CJA 252, CJA253

Discussion:

Dave moved, Kathleen seconded. Unanimous approval. **APPROVED.**