Degrees and Certificates Committee Minutes
January 13, 2010
Conference Room A
2pm – 4pm

Attending: Susanne Christopher, Kathleen Bradach, Brad Krohn, Scott Huff, Phil Christain, Loretta Goldy, Eriks Puris, Amy Alday-Murray, Steve Smith, Djambel Unkov, Davonna Livingston, Kendra Cawley, Rebecca Mathern, Sally Earll

Guests: Bob Steele, Marshall Pryor, Sanda Williams, Susan Lewis and Mary Kramer via teleconference from CGCC, Mark Hagen.

2:00 Review December minutes and Approve

Eriks moved to approve the December 2009 minutes as written, Kathleen seconded. Unanimous approval.

APPROVED

2:15 Academic Handbook A106 – Kendra Cawley

Kendra reviewed A 106 (AAOT) in the Academic Handbook to make sure that the catalog and handbook matched. There have been two, slightly different versions in the past and Kendra wants to avoid that from now on. So the only change is adding that specific bullet point, on P/NP credits, at the end of the A106 paperwork in the handbook, thus matching the catalog.

The P/NP language that is being added to the handbook which is already in the catalog is something that may not work for that AAOT in the future. Scott H and Kendra both shared that the CIAs are discussing this. For the 2010/2011 catalog, this is fine. We may to revise in the future, depending on future state developments. We also agreed that a clear language would state "maximum of 24 credits of Pass are allowed". This language change will occur throughout the catalog.

Additional discussion and clarification was held regarding the 2.0 GPA.

Susanne asked committee members if they are comfortable sending this forward to the EAC. They were. Kendra will clean up the final copy and send it to Porter for posting. Review the comprehensive requirements for 2011-2012

Action taken: Committee members agreed to send this forward.

Curriculum Office actions items: Check catalog for consistent P/NP language in comprehensive degree requirements and certificates

2:45 Building Construction Technology AAS – Bob Steele

Adding BCT 223 Finished Stair Construction, as a required course, remove a BCT elective.

Committee members discussed request. Bob shared that BCT 223 was an elective for a few years and faculty think it needs to be a required course so students will take it. AAS Outcomes were reviewed.

Loretta moved to recommend approval, Phil seconded. Unanimous. **APPROVED**

BCT: Design/Build Remodeling AAS – Revision – Bob Steele

Adding ARCH 126 3 credits and ARCH 136 3 credits, removing BCT 127 6 credits.

Committee members discussed request and degree outcomes. Sally Earll commented on outcomes. Committee members suggested that she contact the BCT faculty and set up a time to discuss the outcomes, revise them, and bring them back through committee later this year.

Eriks moved to recommend approval, Kathleen seconded. Unanimous. **APPROVED**

Curriculum Office action items: Sally contact BCT faculty

3:15 Aviation Maintenance Technology AAS – Revision – Gilbert Bynoe

Remove AMT 101 from degree requirements and make it a prerequisite. Credits reduced to 108 from 109.

Marshall Pryor and Steve Phillips attended to discuss two items with the committee members, course requirement changes and degree outcomes. Marshall handed out the new outcomes. Committee members reviewed the new outcomes.

Discussion occurred around the outcomes. Outcomes were identical for all their certificates. AMT discusses the reasoning behind their outcomes and for having so many types of certificates. The two year is a collection of both airframe and Powerplant courses and it exists to encourage students to get both certifications and become more desirable to potential employers. Over the break, the SAC worked on their outcomes so they the distinction was clearer between each certificate and the degree . In addition, after discussion, it was decided to add to the AAS and two-year certificate this outcome:

Integrate airframe and Powerplant knowledge to create adaptable solutions to evolving problems satisfying the greater aviation maintenance industry need.

This replaced :
Satisfy an aviation maintenance industry need for diversely adaptable maintenance technicians

Due to state requirements changes AMT was one credit over their limits making them a higher year by one credit hour. So AMT is proposing making AMT 101 a prerequisite.

Brad moved to recommend for approval, to all four, Phil seconded. Unanimous. **APPROVED**

Aviation Maintenance Technology – Two year certificate – Revision – Gilbert Bynoe

Remove AMT 101 from certificate requirements and make it a prerequisite. Outcome revisions

Brad moved to recommend for approval, to all four, Phil seconded. Unanimous.

APPROVED

Aviation Maintenance Technology – Powerplant Certificate – Revision – Gilbert Bynoe

Remove AMT 101 from certificate requirements and make it a prerequisite. Credits change from 61 to 60. Outcomes revisions.

Brad moved to recommend for approval, to all four, Phil seconded. Unanimous. **APPROVED**

Aviation Maintenance Technology – Airframe Certificate – Revision – Gilbert Bynoe

Remove AMT 101 from certificate requirements and make it a prerequisite. Credits change from 59 to 58. Outcomes revision

Brad moved to recommend for approval, to all four, Phil seconded. Unanimous. **APPROVED**

3:30 Renewable Energy Technology AAS – CGCC – Susan Lewis

Request that the option to take MTH 243 instead of MTH 112 be eliminated. Replace with MTH 112, it is better aligned with the math content required in EET 112.

CGCC Via teleconference discussion: After working with this degree for a year, it is clear that MTH 112 is needed for successful completion. It is placed in 2nd term where it will most likely benefit the students in their EET courses.

Loretta moved to recommend approval, Scott seconded. Unanimous. **APPROVED**

Renewable Energy Technology Certificate – CGCC – Susan Lewis

Request removal of CAS 170 and replacing it with MTH 112

Mary Kramer shared with committee members that Electronic theory in 110 is pretty intense; the math along with the electronics prepares the student for the courses. Electronics and RET courses are intense and the beginning Excel is not that crucial. This does not impact their related instruction.

Scott moved to recommend, Loretta seconded. Revision in the Certificate for RES at CGCC.

Further discussion note: Agenda says Systems but the correct title is Technology.

Unanimous recommendation or approval. **APPROVED**

3:45 EET Biomedical Engineering Technology AAS – Revision – Sanda Williams

Add CIS 278 as a course option in the degree. Change gives students the option to take EET 241 or CIS 278.

The motivation behind the change is giving flexibility to the students. Both skills are highly regarded in the field. They would like to keep both, the advisory board agreed to give them the choice to take either one. Sally has also worked on the outcomes. Nothing in the credits have changed, MTH is a 5 credit course so two of the Gen Ed Courses had to be changed to a minimum of 3.

Committee discussed the Gen Ed policy and the verbiage discussed in the past. It was agreed the general education policy needs review and discussion at a future meeting. Degree Outcomes changed by Sally and Sanda.

Eriks moved to recommend for approval, Kathleen seconded. Unanimous. **APPROVED**

Curriculum Office Action Items: **Place** an ongoing discussion about General Education on future D/C agenda

4:00 Drafting Technology and Design - Drafting Certificate – Revision – Mark Hagen

Title Change for program only.

Mark shared that this change was to make title more current with what the industry expects. Upgrade the title to Computer Aided Design and Drafting. CADD is used in the title of the other schools offering these degrees and certificates. They use the original prefixes and so Mark believes we can. Remove CAD from in front of the title.

"Computer Aided Design and Drafting (CAD)" is now the recommended program title.

Brad moved to recommend for approval, Kathleen seconded. Unanimous. **APPROVED**

4:15 Early Education and Family Studies AAS – Revision - Linda Jones

WR 121 is being added to the course of study because it is a prerequisite for ECE 264. 4-credits of electives will be dropped, keeping the degree credits the same

Loretta moved to recommend approval, Eriks seconded. Unanimous. **APPROVED**

Curriculum Committee action items: Committee asked Sally to work with them on their outcomes.

Early Education and Family Studies Certificate – Revision – Linda Jones

Increase credits from 33 to 34 by requiring HE 112 in the certificate. Students with a current CPR card may obtain nontraditional credit to bring the total to 34 credits. This idea was discussed with Rebecca Mathern, registrar

Eriks moved to recommend for approval, Brad seconded. Unanimous. **APPROVED**

Consent Agenda:

CAS Administrative Assistant AAS – Addition of CAS 180 to electives

CAS Website Development and Design AAS – Addition of CAS 180 to electives

EMT Degree and Certificate – Change course prefixes from EMT to EMS

ARCH Design and Drafting AAS – Title change for: ARCH 131, 200, 201, 202, 203, 204, 256

Paralegal Degree and Certificate – Addition of PL 140 to the Paralegal Program electives list

BCT AAS – Addition of BCT 108, and BCT 280A to the electives list

CJA AAS – Addition of CJA 246 and CJA 247 to the electives list

Eriks moved to approve consent agenda, Kathleen seconded. Unanimous.

Additional paperwork:

AAS: Aviation Maintenance Technology

- Make independent and accurate airworthiness judgments in the process of inspecting and maintaining aircraft structures and powerplants in accordance with applicable airworthiness requirements.
- Develop and implement a plan for aircraft maintenance action based on research and understanding of appropriate maintenance and inspection data.
- Troubleshoot aircraft structures, powerplants and their associated systems with a discerning recognition of the specific malfunction within the scope of the overall aircraft and associated systems and accomplish the correct maintenance action that will allow approval for return to service of the affected items.
- Develop and act upon a personal attitude and plan of "Safety Awareness" and compliance that includes one's self, ones' co-workers, the work area, and the aircraft.
- Satisfy the FAA required competencies for completing the required written, oral and practical exams for the Airframe and Powerplant ratings of the FAA Mechanic certificate.
- Satisfy an aviation maintenance industry need for diversely adaptable maintenance technicians.
- Be prepared to transfer to a college or university for upper level studies in aviation or industrial management.

Two-Year Certificate: Aviation Maintenance Technology – Airframe and Powerplant

- Make independent and accurate airworthiness judgments in the process of inspecting and maintaining aircraft structures and powerplants in accordance with applicable airworthiness requirements.
- Develop and implement a plan for aircraft maintenance action based on research and understanding of appropriate maintenance and inspection data.
- Troubleshoot aircraft structures, powerplants and their associated systems with a discerning recognition of the specific malfunction within the scope of the overall aircraft and associated systems and accomplish the correct maintenance action that will allow approval for return to service of the affected items.
- Develop and act upon a personal attitude and plan of "Safety Awareness" and compliance that includes one's self, ones' co-workers, the work area, and the aircraft.
- Satisfy the FAA required competencies for completing the required written, oral and practical exams for the Airframe and Powerplant ratings of the FAA Mechanic certificate.
- Satisfy an aviation maintenance industry need for diversely adaptable maintenance technicians.

One-Year Certificate: Aviation Maintenance Technology - Airframe

- Make independent and accurate airworthiness judgments in the process of inspecting and maintaining airframe structures and associated systems in accordance with applicable airworthiness requirements.
- Develop and implement a plan for airframe or system maintenance action based on research and understanding of appropriate maintenance and inspection data.
- Troubleshoot airframe or associated system problems with a discerning recognition of the specific malfunction within the scope of the overall aircraft and associated systems and accomplish the correct maintenance action that will allow approval for return to service of the affected items.
- Develop and act upon a personal attitude and plan of "Safety Awareness" and compliance that includes one's self, ones' co-workers, the work area, and the aircraft.
- Satisfy the FAA required competencies for completing the required written, oral and practical exams for the airframe rating of the FAA Mechanic certificate.

One-Year Certificate: Aviation Maintenance Technology - Powerplant

- Make independent and accurate airworthiness judgments in the process of inspecting and maintaining aircraft powerplants in accordance with applicable airworthiness requirements.
- Develop and implement a plan of powerplant maintenance action based on research and understanding of appropriate maintenance and inspection data.
- Troubleshoot powerplant problems with a discerning recognition of the specific malfunction within the scope of the larger engine and associated systems and accomplish the correct maintenance action that will allow approval for return to service of the affected items.

- Develop and act upon a personal attitude and plan of "Safety Awareness" and compliance that includes one’s self, ones’ co-workers, the work area, and the aircraft.
- Satisfy the FAA required competencies for completing the required written, oral and practical exams for the powerplant rating of the FAA Mechanic certificate.