

Degrees and Certificates Minutes

February 13, 2012

Sylvania, TLC Conference Room

2pm to 4pm

In attendance: Susanne Christopher, Scott Huff, Anne Habkerkern, Djambel Unkov, Shasta Buchanann, Elizabeth Fitzgerald, Phil Christain, Kathleen Bradach, Janeen Hull, Joanne Harris, Dave Stout, Eriks Puris, Jessica Morfin, Kendra Cawley, Sally Earll, Silvia Gray, Kristin Benson, Scott McBeth.

Guests: Xenia Woods, Amanda Ferroggiaro.

Old Business:

Review January 16th, 2013 minutes

*Discussion: Eriks moved, Dave seconded. Unanimous approval. **APPROVED.***

Discussion Items:

EAC Report: Susanne Christopher

Discussion: None

DOI Report: Scott Huff

Discussion:

Course curriculum changes procedure for one DOI vs all DOI sign offs. Experimental courses looked at by all DOIs. Similar document drafted for degrees and certificates. Looks parallel to the Curriculum form.

Curriculum Office Report: Anne Haberkern

Discussion:

DAC March will be held at the Downtown Center. Course leaf update: Draft catalog beta testing February 14, 2013. Draft version of course module to be beta tested next week. DAC approval module may be beta tested in 6-7 weeks. DAC members will be asked to participate.

Plan for next steps

- College Core Outcome assessment

Discussion:

Are we ready to add a box to our forms asking SAC's how they plan to assess the outcomes? . There seemed to be initial support for starting this in the 13-14 year with the understanding that our

committee conversations would be collegial exchange with our colleagues over assessment, how it is going, challenges, supports, etc. Additionally, the group that met with Ron Baker in a Saturday workshop discussed the question of whether or not all the core outcomes need to be met with short certificates. He indicated that a case could be made that less than one year certificates would not need to meet all core outcomes. We will discuss the implications of both these items in future meetings.

- Closely Related Sequence Course and Gen Ed

Discussion:

Committee members discussed closely related sequence courses and general education. We clarified that when a sequence of closely related courses using the same number (for example, Art 101a, 101b, 101c) has been created from single “parent” course (for example, Art 101) currently approved for General Education status, all of the new sequence courses may be approved for General Education status on the basis of the “parent” course. All credits earned by a student in sequenced courses will be counted toward their degree completion. However, in keeping with the principle of breadth in General Education, *an individual student may use only one course in a sequence to fulfill GE requirements for graduation.* Any subsequent courses in the same sequence taken by that student will not fulfill additional GE requirements for that student.

- Focus Awards: Guidelines

Discussion:

Committee members reviewed current guidelines. Discussion on current guidelines with input for suggested revisions were made. Number seven may need to be revised to say “revisions”? Clarity of process and the value of a focus award may be important. Clarity on CRNs and CTE course usage, usage of forms and formalization is needed. Janeen suggested we look closely at guideline number 4. It may be vague and is it true? Is it happening and at what level? More formal or less formal? Scott and Susanne agreed to take comments and bring a draft back to the next meeting.

New Business:

2:45 Revision: Culinary Arts AAS: Lori Gates

Course credit increase, removing two courses, removing elective credits, adding one course.

Discussion:

Joanne moved, Dave seconded. Unanimous recommendation for approval. APPROVED.

Revision: Culinary Arts One Year Certificate: Lori Gates

Removing three courses, course variable credit change, adding one course, credit total reduction.

Discussion:

Joanne moved, Dave seconded. Unanimous recommendation for approval. **APPROVED.**

Revision: Culinary Arts Less than One Year Certificate: Lori Gates

Removing two courses, adding one course.

Discussion:

Joanne moved, Dave seconded. Unanimous recommendation for approval. **APPROVED.**

3:00 Revision: Sign Language Interpretation AAS: Xenia Woods

Prerequisites, adding two courses, course title changes, course credit increases, course credit decreases, credit total increase.

Discussion: Balancing credit distribution, better use time frame, course layout is important for this program.

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

Revision: Sign Language Interpretation Certificate: Xenia Woods

Prerequisites, adding two courses, course title changes, course credit increases, course credit decreases, credit total increase.

Discussion:

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

Revision: Sign Language Interpretation: Deaf Studies Certificate: Xenia Woods

Prerequisites, course title changes, course credit increases, course credit decrease, course title and number change, credit total increase.

Discussion:

Deaf studies differs because these people are not interpreters but are advocates and assistants in the field.

Janeen moved, Phil seconded. Unanimous recommendation for approval. **APPROVED.**

3:10 Revision: Emergency Management AAS: Carol Bruneau

Change to limited entry program.

Discussion:

Beth moved, Joanne seconded. Unanimous recommendation for approval. **APPROVED.**

3:20 Revision: Interior Design: Kitchen and Bath Certificate: Amanda Ferroggiaro

Remove one course, credit total reduction.

Discussion:

Revision will be for 2013-14 catalog.

Dave moved, Janeen seconded. Unanimous recommendation for approval. **APPROVED.**

3:30 NEW: Multimedia: Video Production AAS: Beth Fitzgerald

New Associate of Applied Science Degree. Consent agenda item coming for next month to add electives.

Discussion:

A tax incentive has brought many productions in television to the Portland area and as such jobs for multimedia video production students have increased.

Dave moved, Joanne seconded. Unanimous recommendation for approval. **APPROVED.**

Consent Agenda:

Health Information Management: Course title changes for HIM 110, 281 and 286.

Facilities Maintenance Technology: Adding FMT 170 to program electives.

Discussion:

Scott moved, Joanne seconded. Unanimous approval. **APPROVED.**