

**Degrees and Certificates Minutes**  
**October 9th, 2013**  
**Downtown Center Rose Room**  
**2pm to 4pm**

**In attendance:** Joanne Harris, Anne Haberkern, Sally Earll, Susanne Christopher, Dave Stout, Janeen Hull, Beth Fitzgerald, Sylvia Grey, Kathleen Bradach, Phil Christain, Joy Killgore, Djambel Unkov, Eriks Puris, Shasta Buchanan, Jessica Morfin, Kendra Cawley.

**Guests:** Cheryl Scott, Bob Steele, Jan Chambers, Shannon Baird.

**Old Business:**

Review June 5th, 2013 minutes

Discussion:

Postponed for next meeting.

**Discussion Items:**

**EAC Report:** Susanne Christopher

**DOI Report:** Cheryl Scott

**Adult HS Diploma:** Cheryl Scott

Discussion:

PCC has ceased to offer the PCC Adult HS Diploma.

Two reasons the program is being removed, final award date is September 2015 with teach out plan. State has clarified the rules, as of last fall students who are within the age of compensatory education can take courses at PCC but their home schools must award the diploma and not PCC. Gateway to college, Guess, Dual Credit etc work with the high school students. Advising resources given to students who may or may not complete, so resources are being reallocated to college students away from high school students. Registrar's office worked with the state to comply and eventually the decision to sunset the program was made after PCC made sure it was in compliance. PCC was the largest high school diploma awarding institution until this decision.

PCC still offers a robust GED program for students above of compensatory education.

**Curriculum Office Report:** Anne Haberkern

Discussion:

Course leaf update, on track to launch on the 15<sup>th</sup> of October, SAC members will be able to log in and to fill out forms for the November meeting. The meeting will be a hybrid of paper and course leaf forms. The December meeting will be entirely in course leaf. Workflow is demonstrated to the committee.

**CIC Report:** Janeen Hull, Phil Christian

**Outcomes and Learning Assessment Council:** Kendra Cawley

Discussion:

Kendra addresses the committee about outcomes and the learning assessment council. LCD disciplines should try to address all 6 but at least 4 of the core outcomes. Addressing these outcomes will become a focus soon and an information request will be going out to SACs soon. The due date will be around January. By then we should have an idea of the scope of our coverage of the core outcomes in degrees and certificates. Dave asks if the pendulum has swung too far to the faculty to demonstrate these outcomes and exempting students from being responsible for fulfilling some of these outcomes. We do not have a way to capture that kind of information from students at the moment. If we make it a requirement from students, we would likely have students not graduate because it's another barrier to graduation. How do we measure if they do it or how do we even collect such information? Concern is expressed that four year institutions couldn't achieve what we are claiming to be achieving.

**New Business:**

**2:30 Revision: Building Construction Technology AAS: Robert Steele**

Adding two courses, removing one course, degree title change, course term changes, and credit total increase.

Discussion: Four full time instructors discussed the changes and decided not to change the program and degree title. Beneficial for students to have a better understanding of mechanical systems. A lot more remodeling work is being done at the moment. Term changes requested to better balance student workload. General education missing from term on original left side of form.

Observational evaluations of student outcomes.

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

**Revision: Design/Build Remodeling AAS: Robert Steele**

Adding one course, adding electives, removing four courses, degree title change, and degree credit decrease.

Discussion: Similar motive for changes. Changes made to bring hands on skills back toward the center of the degree focus. Vectorworks has not taken off in industry as anticipated. AutoCAD continues to be the defacto program. Vectorworks was free to students and AutoCAD has now started offering their software free to students for two years. Gen Ed missing from original.

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

Curriculum to talk to BCT about BCT 202D needing to be on electives list.

**2:40 Revision: Civil Engineering Technology AAS: Jan Chambers**

Adding one course, and removing one course.

Discussion: Course swap out. These will be voted on in a group since all the changes are identical.

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

**Revision: Civil Engineering Technology with Green Technology and Sustainability AASO: Jan Chambers**

Adding one course, and removing one course.

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

**Revision: Civil Engineering Technology Two Year Certificate: Jan Chambers**

Adding one course, and removing one course.

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

**Revision: Mechanical Engineering Technology AAS: Jan Chambers**

Adding one course, and removing one course.

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

**Revision: Mechanical Engineering Technology with Green Technology and Sustainability AASO: Jan Chambers**

Adding one course, and removing one course.

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

**Revision: Mechanical Engineering Technology Two Year Certificate: Jan Chambers**

Adding one course, and removing one course.

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

**2:50 SUSPENSION: Tillamook Bay Community College: Multi Program: Lori Gates**

Tillamook Bay CC wishes to suspend twenty two degrees and certificates.

Discussion:

16 total students, most programs had no students at all. TBCC contacted as many students as possible. State degree programs are the largest at TBCC. Criminal Justice, EMT, and Management are the largest in CTE.

**Consent Agenda:**

Geographic Information Systems: Adding GEO 210, 240, 250 to electives.

Discussion:

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

**Degree and Certificate committee meeting discussions and observations**

**October 2013**

**Questions about how SAC assesses outcomes**

It seems that CTE programs align their outcomes with technical skills assessment

(TSA)

Their ability to respond to discussions around assessments is dependent upon if the faculty in attendance actually teaches the course. It is possible that a SAC chair representing the submission at the meeting does not actually teach courses in the degrees and/or certificates.

The CTE department chairs commonly use course substitutions as necessary to accommodate student's who meet outcomes

Assessment example, use a project management course at the end of the program is lieu of a capstone class.

Other questions to ask faculty at the meeting.

Ask faculty is it reasonable to expect outcomes of all AASs to align with all 6 college core outcomes?

Should we continue our general education practice to allow student freedom to choose at least 2 general education courses or should degrees prescribe specific general education courses to help meet core outcomes?