

Degrees and Certificates Agenda

February 12, 2014

Downtown Center Rose Room

2pm to 4pm

Old Business:

None

Discussion Items:

Math Competency:

Focus Award Guidelines:

New Business:

Directions for accessing the New Business agenda in CourseLeaf: Log into MyPCC, open the Degrees & Certificates Management link under "Tools" in the Faculty tab, and then click on the link below to open the committee agenda list. You can also copy and paste this link directly into the Degrees and Certificates Management window.

[https://catalog-next.pcc.edu/courseleaf/approve/?role=Degrees and Certificates Committee Chair](https://catalog-next.pcc.edu/courseleaf/approve/?role=Degrees%20and%20Certificates%20Committee%20Chair)

2:15 Oregon Coast Community College: (Note: these items are not in Courseleaf. Please see attached paperwork)

Aquarium Science Degrees (OCCC)

Aquarium Science Certificate (OCCC)

Nursing AAS (OCCC)

Nationally Certified Medical Assistant Certificate (OCCC)

Practical Nursing Certificate (OCCC)

Acute Nursing Assistant Certificate (OCCC)

2:30 Building Construction Technology AAS Degree

Design/Build Remodeling AAS Degree

Construction Management AAS Degree

2:40 Graphic Design AAS Degree

2:50 Geographic Info Systems (GIS) Less Than One-Year Certificate

3:00 Gerontology Less Than One-Year: Career Pathway Certificate

Horticultural Therapy Less Than One-Year: Career Pathway Certificate

3:15 Administrative Assistant AAS Degree

Administrative Assistant: Office Assistant Less Than One-Year: Career Pathway Certificate

Virtual Assistant Less Than One-Year Certificate

Consent Agenda:

Directions for accessing the Consent agenda in CourseLeaf: Log into MyPCC, open the Degrees & Certificates Management link under "Tools" in the Faculty tab, and then click on the link below to open the committee agenda list. You can also copy and paste this link directly into the Degrees and Certificates Management window.

<https://catalog-next.pcc.edu/courseleaf/approve/?role=Ready to Award>

Early Education and Family Studies Degree Electives

Geographic Information Systems Certificate GIS Electives

Geographic Information System Certificate Technical Electives

Geographic Information Systems Certificate Geography Electives

Landscape Technology Degree Electives

Landscape Construction Degree Electives

Landscape Design Degree Electives

Landscape Management Degree Electives

Environmental Landscape Degree Electives

Machine Manufacturing Technology Degree Electives

Veterinary Technology Prerequisites



**NEW
ASSOCIATE OF APPLIED SCIENCE
DEGREE REQUEST FORM**

**Directions: Fill out completely and
return electronically to:
dac@pcc.edu
Signature pages should be sent via intercampus
mailed to:
Curriculum Office DC/4th floor**

SECTION # 1 OVERVIEW

Proposed Title:	Aquarium Science Degree	Proposed Credits:	93
Reason for new degree:	This is an Oregon Coast Community College Degree.		
Impact on other areas of instruction: Have you talked to other area SACs? If yes, explain and identify the person consulted	<input type="checkbox"/> Yes	Explain: The degree will only be offered at Oregon Coast Community College. It will not have an impact on any other degrees at Portland Community College	Has degree been validated by the Advisory Committee?
	<input checked="" type="checkbox"/> No		

SECTION # 2 PREREQUISITES AND OUTCOMES

PROPOSED PREREQUISITES

Course Number	Course Title or Placement level	Credits
	Placement in WR 121 or completion of WR 115 and RD 115 with a C or better	
	Placement in MTH 95 or completion of MTH 63 or MTH 65 or higher with a C or better.	

Is this a limited entry program? Students must apply, via the department for program entry. The program will not be listed on the drop down menu in PCC web admissions. **X Yes** **No**

PROPOSED OUTCOMES

Describe what we intend students to be able to do “out there” (in life roles: worker, family member, community citizen, global citizen, and life-long learner), as opposed to a classroom activity “in here”? Good outcomes statements will suggest context to indicate this “out there” and they will describe what students can DO with what they know. The committee will review the outcomes. For guidance on writing good outcome statements visit: <http://www.pcc.edu/resources/academic/eac/curriculum/degree-certificate-development/new/program-outcomes.html>

Identify which certificate outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the certificate outcomes.

Certificate Outcome	Core Outcome
<i>Students who complete this degree should be able to:</i>	
1. Effectively communicate, verbally and in writing, scientific concepts, research findings and ideas to professionals and the general public.	
2. Maintain, analyze, diagnose and repair aquarium life support systems and their components.	
3. Perform basic water quality analysis using standard testing equipment.	
4. Maintain healthy animal through proper set-up, monitoring and accepted animal husbandry practices.	
5. Identify physically compromised animal and abnormal animal behaviors.	
6. Work within a group to conceptualize, plan, construct and manage environments that promote healthy of fishes and invertebrates.	
7. Apply fundamental knowledge and skills in science, mathematics, and communications for success in a professional or academic setting.	

SECTION # 3 COURSEWORK

All candidates for the Associate of Applied Science Degree must complete 16 credits of General Education from the General Education/Discipline Studies list. The categories are: 1) Arts and Letters. 2) Social Science, 3) Science/Math/Computer Science. These credits must include at least one course from each category and no more than two courses or eight credits from any one category. Please identify all General Education listed within your degree with *.

List all courses in the order that you want them distributed in the [catalog](#). If you want them listed term by term then identify them in a term by term sequence on this form. If you want them identified as categories such as CORE, ELECTIVES, etcAQS , then identify them as such.

The information you provide on this form will be reflected in the PCC catalog pages. Please ensure it is correct. You may add or delete rows should this become necessary.

PROPOSED DEGREE COURSEWORK

COURSE NUMBER	COURSE TITLE	CREDITS
AQS 100	Introduction to Aquarium Science	3
AQS 110	Aquarium Science Practicum 1	2
AQS 111	Aquarium Science Practicum 2	2

Is this a degree option?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, name of the base degree:	
Eligible Training Provider Application	Complete the Eligible Training Provider application available on the Curriculum Office forms page. The value of being listed on the ETP list is that students who have Workforce Investment Act (WIA) funds may use the funds for their tuition. Return completed form to DAC@pcc.edu		
Campus:	<i>Oregon Coast Community College</i>		
Submitted By:	Chris Spaulding		
Email:	chris.spaulding@occc.cc.or.us		

Next steps:

1. Save the completed New Associate of Applied Science Request Form and submit as an e-mail attachment to dac@pcc.edu.
2. Download and print the New Associate of Applied Science [Signature Page Form](#) and obtain the appropriate signatures.
3. Staple the signed New Associate of Applied Science Signature Page Form to a hard copy of the New Associate of Applied Science Request Form (electronic version has already been sent in step one). Send both forms to Curriculum Office, Downtown Center, 4th floor.



**NEW CERTIFICATE
REQUEST FORM**

**Directions: Fill out completely and
return electronically to:
dac@pcc.edu
Signature pages should be intercampus mailed
to:
Curriculum Office DC – 4th floor**

SECTION # 1 OVERVIEW

Proposed Title:	Aquarium Science Certificate	Proposed Credits:	53
Reason for new certificate:	Oregon Coast Community College Certificate		
Impact on other areas of instruction: Have you talked to other area SACs? If yes, who did you speak to and provide details.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Explain: The certificate will only be offered at Oregon Coast Community College. It will not have an impact on any other certificates or degrees at Portland Community College	Has certificate been validated by the Advisory Committee? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

SECTION # 2 PREREQUISITES AND OUTCOMES

PROPOSED PREREQUISITES

Course Number	Course Title or Placement level	Credits
	Bachelor's Degree in a Life Science	

Is this a limited entry program? Students must apply, via the department for program entry. The program will not be listed on the drop down menu in PCC web admissions.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
--	---

PROPOSED OUTCOMES

Outcomes statements suggest context to indicate “out there” and they describe what students can DO with what they know. The committee members will review the outcomes. [For guidance on writing outcome](#) statements.

Identify which certificate outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the certificate outcomes.

Certificate Outcome	Core Outcome
<i>Students who complete this certificate should be able to:</i>	
1. Effectively communicate, verbally and in writing, scientific concepts, research findings and ideas to professionals and the general public.	
2. Maintain, analyze, diagnose and repair aquarium life support systems and their components.	
3. Perform basic water quality analysis using standard testing equipment.	
4. Maintain healthy animals through proper set-up, monitoring and accepted animal husbandry practices	
5. Identify physically compromised animals and abnormal animal behaviors	
6. Work within a group to conceptualize, plan, construct and manage environments that promote healthy of fishes and invertebrates.	

SECTION # 3 COURSEWORK

List all courses in the order that you want them distributed in the [catalog](#). If you want them listed term by term then identify them in a term by term sequence on this form. If you want them identified as categories such as CORE, ELECTIVES, etc, then identify them as such.

The information you provide on this form will be reflected in the PCC catalog pages. Please ensure it is correct. You may add or delete rows are necessary for the material being submitted.

PROPOSED CERTIFICATE COURSEWORK

COURSE NUMBER	COURSE TITLE	CREDITS
AQS 100	Introduction to Aquarium Science	3
AQS 110	Aquarium Science Practicum 1	2
AQS 111	Aquarium Science Practicum 2	2
AQS 165	Current Issues in Aquarium Science	1
AQS 186	Introduction to Scientific Diving	3
AQS 215	Biology of Captive Fishes	4
AQS 216	Elasmobranch Husbandry	2

AQS 220	Biology of Captive Invertebrates	4
AQS 226	Biology of Diverse Captive Species	2
AQS 232	Reproduction and Nutrition of Aquatic Animals	4
AQS 240	Aquatic Life Support System Design and Operation	4
AQS 245	Animal Husbandry in a Research Capacity	2
AQS 252	Exhibits and Interpretation	4
AQS 270	Fish and Invertebrate Health Management	4
AQS 270	Aquarium Science Internship	12
Confirm total number of credits		Credit Total
		53

SECTION # 4 (Please contact the Curriculum Office for support in filling out this section if needed.)

Is this a Statewide Certificate?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Has the certificate been approved by the consortium?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Requested implementation term:	Fall 2014
---	---	---	--	---------------------------------------	------------------

Eligible Training Provider Application

Complete the [Eligible Training Provider application](#) available on the Curriculum Office forms page. The value of being listed on the ETP list is that students who have Workforce Investment Act (WIA) funds may use the funds for their tuition. Return completed form to DAC@pcc.edu

Certificates 45 credits or more require related instruction. Fill out a Template for Related Instruction located at:

<http://www.pcc.edu/recources/academic/eac/degree/forms.html>

All courses identified as fulfilling the embedded related instruction requirement must have been reviewed and recommended by the Curriculum Committee and the details outlined on the CCOG.

Campus:	<i>Oregon Coast Community College</i>
Submitted By:	Chris Spaulding
Email:	Chris.spaulding@occc.cc.or.us

Next steps:

1. Save the completed New Certificate Request Form and submit as an e-mail attachment to dac@pcc.edu.
2. Download and print the New Certificate Signature Page Form and obtain the appropriate signatures.
3. Staple the signed New Certificate [Signature Page Form](#) to a hard copy of the New Certificate Request Form (electronic version has already been sent in step one). Send both forms to Curriculum Office, Downtown Center, DC – 4th floor via campus mail.

Template for Related Instruction in Certificates

45 to 60 credits					Aquarium Science				
Enter course information in light yellow areas (totals will be automatically calculated)					Related instruction Hours in:				
Subject Code	Course Number	Course Title	Credits	Hours	Computation	Communication	Human Relation	Total RI	
BKT	101	Basket Weaving Basics	4	120	6	12	8	26	
courses used for embedded related instruction				0				<i>No RI</i>	
AQS	100	Introduction to Aquarium Science	3	90	8.00	8.00	12.00	28.00	
AQS	232	Reproduction and Nutrition of Aquatic A	4	120	12.00	4.00	12.00	28.00	
AQS	240	Life Support Design and Operation	4	120	18.00	6.00	12.00	36.00	
AQS	252	Exhibits and Interpretation	4	120		24.00	24.00	48.00	
AQS	270	Fish and Invertebrate Health Managem	4	120	12.00	8.00		20.00	
				0				<i>No RI</i>	
				0				<i>No RI</i>	
				0				<i>No RI</i>	
courses used for stand-alone related instruction				0				<i>No RI</i>	
				0				<i>No RI</i>	
				0				<i>No RI</i>	
				0				<i>No RI</i>	
Totals			19	570	50.00	50.00	60.00	160.00	
Minimum for 1 yr certificate:						48.00	48.00	48.00	144.00
Remaining to meet Min. Requirement:						0.00	0.00	0.00	0.00

	YES	NO
All courses identified as embedded related instruction are approved by the curriculum committee for RI?		
Related instruction instructor qualification forms are filed with the VP Academic & Student Affairs?		



**NEW
ASSOCIATE OF APPLIED SCIENCE
DEGREE REQUEST FORM**

**Directions: Fill out completely and
return electronically to:
dac@pcc.edu
Signature pages should be sent via intercampus
mailed to:
Curriculum Office DC/4th floor**

SECTION # 1 OVERVIEW

Proposed Title:	Nursing Degree	Proposed Credits:	91
Reason for new degree:	This is an Oregon Coast Community College Degree.		
Impact on other areas of instruction: Have you talked to other area SACs? If yes, explain and identify the person consulted	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Explain: The degree will only be offered at Oregon Coast Community College. It will not have an impact on any other degrees at Portland Community College	Has degree been validated by the Advisory Committee? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

SECTION # 2 PREREQUISITES AND OUTCOMES

PROPOSED PREREQUISITES

Course Number	Course Title or Placement level	Credits
MTH 095	Intermediate Algebra or higher	4
BI 231	Anatomy and Physiology I	4
BI 232	Anatomy and Physiology II	4
WR 121	English Composition	4

WR 122	English Composition	4
PSY 201	Introduction to Psychology – Part I	4
PSY 215	Human Development	4
Is this a limited entry program? Students must apply, via the department for program entry. The program will not be listed on the drop down menu in PCC web admissions.		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

PROPOSED OUTCOMES

Describe what we intend students to be able to do “out there” (in life roles: worker, family member, community citizen, global citizen, and life-long learner), as opposed to a classroom activity “in here”? Good outcomes statements will suggest context to indicate this “out there” and they will describe what students can DO with what they know. The committee will review the outcomes. For guidance on writing good outcome statements visit: <http://www.pcc.edu/resources/academic/eac/curriculum/degree-certificate-development/new/program-outcomes.html>

Identify which certificate outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the certificate outcomes.

Certificate Outcome	Core Outcome
<i>Students who complete this degree should be able to:</i>	
1. Use a holistic approach to develop, implement, and evaluate plans of care for patients that apply standard nursing care plans to meet individual needs.	<u>NA</u>
2. Communicate effectively and collaboratively in a self-directed manner with patients, families, and members of the health care team.	
3. Use first-level management skills in providing care for individuals and groups of patients.	
4. Make decisions regarding patient care based on professional values and responsibilities at the associate degree nurse level while complying with identified legal/ethical standards (scope of practice regulations established by boards of nursing and Code of Practice guidelines established by the American Nurses Association).	

SECTION # 3 COURSEWORK

All candidates for the Associate of Applied Science Degree must complete 16 credits of General Education from the General Education/Discipline Studies list. The categories are: 1) Arts and Letters. 2) Social Science, 3) Science/Math/Computer Science. These credits must include at least one course from each category and no more than two courses or eight credits from any one category. Please identify all General Education listed within your degree with *.

List all courses in the order that you want them distributed in the [catalog](#). If you want them listed term by term then identify them in a term by term sequence on this form. If you want them identified as categories such as CORE, ELECTIVES, etcAQS , then identify them as such.

The information you provide on this form will be reflected in the PCC catalog pages. Please ensure it is correct. You may add or delete rows should this become necessary.

PROPOSED DEGREE COURSEWORK					
COURSE NUMBER	COURSE TITLE				CREDITS
BI 233	Anatomy and Physiology III				4
BI 234	Microbiology				5
FN 225	Nutrition				4
NUR 141	Fundamentals of Nursing				12
NUR 142	Care of Acutely Ill Patients and Developing Families I				12
NUR 143	Care of Acutely Ill Patients and Developing Families II				12
NUR 145	Introduction to Pharmacology and Pathophysiology				1
NUR 241	Care of Patients with Complex Health Problems				12
NUR 242	Care of Patients in Crisis and in the Community				12
NUR 243	Preparation for Entry into Practice				8
NUR 244	Preparation for the NCLEX-RN Exam				2
	Arts and Letters General Education				3
	Social Science General Education				4
	Credit Total				91
SECTION # 4 (Please contact the Curriculum Office for support in filling out this section if needed.)					
Is this a statewide degree?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Has the degree been approved by the consortium?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Requested implementation term:	Fall 2014
Is this a degree option?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, name of the base degree:			
Eligible Training Provider Application	Complete the Eligible Training Provider application available on the Curriculum Office forms page. The value of being listed on the ETP list is that students who have Workforce Investment Act (WIA) funds may use the funds for their tuition. Return completed form to DAC@pcc.edu				
Campus:	Oregon Coast Community College				
Submitted By:	Linda Mollino				

Email:

lmollino@occc.cc.or.us

Next steps:

1. Save the completed New Associate of Applied Science Request Form and submit as an e-mail attachment to dac@pcc.edu.
2. Download and print the New Associate of Applied Science [Signature Page Form](#) and obtain the appropriate signatures.
3. Staple the signed New Associate of Applied Science Signature Page Form to a hard copy of the New Associate of Applied Science Request Form (electronic version has already been sent in step one). Send both forms to Curriculum Office, Downtown Center, 4th floor.



**NEW CERTIFICATE
REQUEST FORM**

**Directions: Fill out completely and
return electronically to:
dac@pcc.edu
Signature pages should be intercampus mailed
to:
Curriculum Office DC – 4th floor**

SECTION # 1 OVERVIEW

Proposed Title:	Nationally Certified Medical Assistant	Proposed Credits:	45
Reason for new certificate:	Oregon Coast Community College Certificate		
Impact on other areas of instruction: Have you talked to other area SACs? If yes, who did you speak to and provide details.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Explain: The certificate will only be offered at Oregon Coast Community College. It will not have an impact on any other certificates or degrees at Portland Community College.	Has certificate been validated by the Advisory Committee? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

SECTION # 2 PREREQUISITES AND OUTCOMES

PROPOSED PREREQUISITES

Course Number	Course Title or Placement level	Credits
	High School Completion or GED	
	Placement in Writing 121 or completion of WR 115 and RD 115 with a C or better	

Is this a limited entry program? Students must apply, via the department for program entry. The program will not be listed on the drop down menu in PCC web admissions.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
--	---

PROPOSED OUTCOMES

Outcomes statements suggest context to indicate “out there” and they describe what students can DO with what they know. The committee members will review the outcomes. [For guidance on writing outcome](#) statements.

Identify which certificate outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the certificate outcomes.

Certificate Outcome	Core Outcome
<i>Students who complete this certificate should be able to:</i>	
1. Interact in a caring and respectful manner with patients, families, and the health care team.	
2. Establish and manage office procedures and implement medical documentation systems using appropriate medical terminology.	
3. Perform administrative business tasks as required in a medical office.	
4. Assist the physician and other members of the health care team in clinical procedures relate to the examination and treatment of patients.	
5. Comply with quality assurance requirements in performing clinical laboratory procedures.	
6. Perform common diagnostic procedures under a licensed health care provider to ensure patient conform and safety.	

SECTION # 3 COURSEWORK

List all courses in the order that you want them distributed in the [catalog](#). If you want them listed term by term then identify them in a term by term sequence on this form. If you want them identified as categories such as CORE, ELECTIVES, etc, then identify them as such.

The information you provide on this form will be reflected in the PCC catalog pages. Please ensure it is correct. You may add or delete rows are necessary for the material being submitted.

PROPOSED CERTIFICATE COURSEWORK

COURSE NUMBER	COURSE TITLE	CREDITS
NCMA 101	Body Structure and Function I	4
NCMA 102	Medical Assistant Clinical Procedures I	4
NCMA 103	Office Skills for the Medical Office	5
NCMA 111	Body Structure and Function II	4
NCMA 112	Medical Assistant Clinical Procedures II	4
NCMA 113	Medical Assistant Practicum I	4
NCMA 123	Medical Assistant Practicum II	5

NCMA 125	Pharmacology for Medical Assistants	3
PSY 101	Psychology and Human Relations	4
MTH 65	Introductory Algebra	4
WR 121	English Composition	4
	Confirm total number of credits	Credit Total 45

SECTION # 4 (Please contact the Curriculum Office for support in filling out this section if needed.)

Is this a Statewide Certificate?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Has the certificate been approved by the consortium?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Requested implementation term:	Fall 2014
---	---	---	--	---------------------------------------	------------------

Eligible Training Provider Application

Complete the [Eligible Training Provider application](#) available on the Curriculum Office forms page. The value of being listed on the ETP list is that students who have Workforce Investment Act (WIA) funds may use the funds for their tuition. Return completed form to DAC@pcc.edu

Certificates 45 credits or more require related instruction. Fill out a Template for Related Instruction located at:

<http://www.pcc.edu/recources/academic/eac/degree/forms.html>

All courses identified as fulfilling the embedded related instruction requirement must have been reviewed and recommended by the Curriculum Committee and the details outlined on the CCOG.

Campus:	<i>Oregon Coast Community College Only</i>
Submitted By:	Linda Mollino
Email:	lmollino@occc.cc.or.us

Template for Related Instruction in Certificates

45 to 60 credits		Nationally Certified Medical Assistant			Related instruction Hours in:			
Enter course information in light yellow areas (totals will be automatically calculated)								
Subject Code	Course Number	Course Title	Credits	Hours	Computation	Communication	Human Relation	Total RI
courses used for embedded related instruction				0				<i>No RI</i>
				0				<i>No RI</i>
				0				<i>No RI</i>
				0				<i>No RI</i>
courses used for stand-alone related instruction				0				<i>No RI</i>
MTH	65	Introductory Algebra	4	120	120.00			120.00
PSY	101	Psychology and Human Relator	4	120			120.00	120.00
WR	121	English Composition	4	120		120.00		120.00
Totals			12	360	120.00	120.00	120.00	360.00
Minimum for 1 yr certificate:					48.00	48.00	48.00	240.00
Remaining to meet Min. Requirement:					0.00	0.00	0.00	0.00

	YES	NO
All courses identified as embedded related instruction are approved by the curriculum committee for RI?	X	
Related instruction instructor qualification forms are filed with the VP Academic & Student Affairs?	X	



**NEW CERTIFICATE
REQUEST FORM**

**Directions: Fill out completely and
return electronically to:
dac@pcc.edu
Signature pages should be intercampus mailed
to:
Curriculum Office DC – 4th floor**

SECTION # 1 OVERVIEW

Proposed Title:	Practical Nursing Certificate	Proposed Credits:	50
Reason for new certificate:	Oregon Coast Community College Certificate Program		
Impact on other areas of instruction: Have you talked to other area SACs? If yes, who did you speak to and provide details.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Explain: The degree will only be offered at Oregon Coast Community College. It will not have an impact on any other degrees at Portland Community College	Has certificate been validated by the Advisory Committee? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

SECTION # 2 PREREQUISITES AND OUTCOMES

PROPOSED PREREQUISITES

Course Number	Course Title or Placement level	Credits
BI 231	Anatomy and Physiology I	4
BI 232	Anatomy and Physiology II	4
PSY 201	Introduction to Psychology – Part I	4
PSY 215	Human Development	4
MTH 095	Intermediate Algebra	4

WR 121	English Composition	4
WR 122	English Composition	4
Is this a limited entry program? Students must apply, via the department for program entry. The program will not be listed on the drop down menu in PCC web admissions.		X Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

PROPOSED OUTCOMES

Outcomes statements suggest context to indicate “out there” and they describe what students can DO with what they know. The committee members will review the outcomes. [For guidance on writing outcome](#) statements.

Identify which certificate outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the certificate outcomes.

Certificate Outcome	Core Outcome
<i>Students who complete this certificate should be able to:</i>	
1. Use a holistic approach in applying the nursing process at the practical nurse level when providing care for individuals and families across the lifespan.	
2. Use established guidelines to reinforce teaching of health promotion concepts across lifespan to groups in selected community settings.	
3. Communicate effectively with individual patients, families, and members of the healthcare team.	
4. Organize and prioritize components of care at the practical nurse level for two to four patients.	
5. Make decisions regarding patient care based on professional values while complying with identified legal/ethical standards (scope of practice regulations established by boards of nursing and Code of Practice guidelines established by the American Nurses Association).	

SECTION # 3 COURSEWORK

List all courses in the order that you want them distributed in the [catalog](#). If you want them listed term by term then identify them in a term by term sequence on this form. If you want them identified as categories such as CORE, ELECTIVES, etc, then identify them as such.

The information you provide on this form will be reflected in the PCC catalog pages. Please ensure it is correct. You may add or delete rows are necessary for the material being submitted.

PROPOSED CERTIFICATE COURSEWORK

COURSE NUMBER	COURSE TITLE	CREDITS
NUR 141	Fundamentals of Nursing	12
NUR 142	Care of Ill Patients and Developing Families I	12
NUR 143	Care of Ill Patients and Developing Families II	12
NUR 145	Introduction to Pharmacology and Pathophysiology	1
BI 233	Anatomy and Physiology III	4
BI 234	Microbiology	5
FN 225	Nutrition	4
Confirm total number of credits		Credit Total
		50

SECTION # 4 (Please contact the Curriculum Office for support in filling out this section if needed.)

Is this a Statewide Certificate?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Has the certificate been approved by the consortium?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Requested implementation term:	
---	---	---	--	---	--

Eligible Training Provider Application

Complete the [Eligible Training Provider application](#) available on the Curriculum Office forms page. The value of being listed on the ETP list is that students who have Workforce Investment Act (WIA) funds may use the funds for their tuition. Return completed form to DAC@pcc.edu

Certificates 45 credits or more require related instruction. Fill out a Template for Related Instruction located at:

<http://www.pcc.edu/resources/academic/eac/degree/forms.html>

All courses identified as fulfilling the embedded related instruction requirement must have been reviewed and recommended by the Curriculum Committee and the details outlined on the CCOG.

Campus:	<i>Oregon Coast Community College only</i>
Submitted By:	Linda Mollino
Email:	lmollino@occc.cc.or.us



**NEW CERTIFICATE
REQUEST FORM**

**Directions: Fill out completely and
return electronically to:
dac@pcc.edu
Signature pages should be intercampus mailed
to:
Curriculum Office DC – 4th floor**

SECTION # 1 OVERVIEW

Proposed Title:	Acute Care Nursing Assistant Certificate	Proposed Credits:	13
Reason for new certificate:	Oregon Coast Community College Certificate Program		
Impact on other areas of instruction: Have you talked to other area SACs? If yes, who did you speak to and provide details.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Explain: The certificate will only be offered at Oregon Coast Community College. It will not have an impact on any other certificates or degrees at Portland Community College.	Has certificate been validated by the Advisory Committee? X Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

SECTION # 2 PREREQUISITES AND OUTCOMES

PROPOSED PREREQUISITES

Course Number	Course Title or Placement level	Credits
	Placement into RD 115 or completion of RD 90 with a grade of C or higher	

Is this a limited entry program? Students must apply, via the department for program entry. The program will not be listed on the drop down menu in PCC web admissions.	X Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
--	--

PROPOSED OUTCOMES

Outcomes statements suggest context to indicate “out there” and they describe what students can DO with what they know. The committee members will review the outcomes. [For guidance on writing outcome](#) statements.

Identify which certificate outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the certificate outcomes.

Certificate Outcome	Core Outcome
<i>Students who complete this certificate should be able to:</i>	
1. Communicate effectively with patients and the health care team using therapeutic and professional communication techniques in the clinical setting.	
2. Demonstrate adherence to clients’ plan of care.	
3. Demonstrate proper use of diagnostic, safety, and therapeutic devices within the CNA’s scope of practice.	
4. Recognize and report normal and abnormal patterns in clinical findings and behaviors of clients to members of the health care team.	
5. Distinguish between personal and professional values and legal/ethical responsibilities in practice.	
6. Show evidence of emerging understanding of anatomy and physiology of body systems, treatments, symptoms including pain and their mutual relationships.	

SECTION # 3 COURSEWORK

List all courses in the order that you want them distributed in the [catalog](#). If you want them listed term by term then identify them in a term by term sequence on this form. If you want them identified as categories such as CORE, ELECTIVES, etc, then identify them as such.

The information you provide on this form will be reflected in the PCC catalog pages. Please ensure it is correct. You may add or delete rows are necessary for the material being submitted.

PROPOSED CERTIFICATE COURSEWORK

COURSE NUMBER	COURSE TITLE	CREDITS
NUR 101	Nursing Assistant Level 1	8
NUR 102	Nursing Assistant Level 2	5
	Confirm total number of credits	Credit Total 13

SECTION # 4 (Please contact the Curriculum Office for support in filling out this section if needed.)

Is this a Statewide Certificate?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Has the certificate been approved by the consortium?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Requested implementation term :	Fall 2014
<p align="center">Eligible Training Provider Application</p> <p>Complete the Eligible Training Provider application available on the Curriculum Office forms page. The value of being listed on the ETP list is that students who have Workforce Investment Act (WIA) funds may use the funds for their tuition. Return completed form to DAC@pcc.edu</p>					
<p align="center">Certificates 45 credits or more require related instruction. Fill out a Template for Related Instruction located at: http://www.pcc.edu/recources/academic/eac/degree/forms.html</p> <p align="center">All courses identified as fulfilling the embedded related instruction requirement must have been reviewed and recommended by the Curriculum Committee and the details outlined on the CCOG.</p>					
Campus:	<i>Oregon Coast Community College only</i>				
Submitted By:	Linda Mollino				
Email:	lmollino@occc.cc.or.us				

1.