

March Degrees and Certificates Committee Agenda
March 9, 2011
2pm-4pm
Library Room 204

Old Business:

Review February 9, 2011 Minutes

Discussion Items:

EAC Chair Report

Focus Award Criteria: Peace and Conflict

300/400 Level courses

A-110

Gen Ed/Discipline Studies List

New Business:

2:45 Ophthalmic Medical Technology AAS: Joanne Harris: Revision in Degree and Outcomes.

3:15 NEW: Oregon Green Technician Certificate: CGCC: New Statewide Certificate.

NEW: Oregon Green Technician Certificate: TBCC: New Statewide Certificate.

Consent Agenda:

Computer Information Systems: Network Administration AASO: Addition of CIS 225 to Degree electives list.

Fitness Technology AAS: Removal of Weight Training Option.

Professional Music Certificate: Addition of MUC 166 to electives list.



**ASSOCIATE OF APPLIED SCIENCE
DEGREE
REVISION 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

Current Title:	Ophthalmic Medical Technology	Proposed Title:	
Current Credits:	91	Proposed Credits:	93
Overview and rationale for proposed changes:	<ol style="list-style-type: none"> 1. Create prerequisites to have students better prepared to succeed with OMT coursework. 2. Aligning curriculum to new national certification test content. 3. Update degree outcomes. 		
List of specific changes being proposed (i.e. may include, addition or deletion of courses, title changes, credit changes, prerequisite changes, outcome changes, course changes, etc).	<p>Prerequisite change to MP 111, WR 121 and Math 65 completion prior to program entry.</p> <ol style="list-style-type: none"> 1. Delete OMT 283 2. Delete OMT 212 3. Delete OMT 213 4. Delete OMT 111 5. Delete HE 112 6. Delete OMT 233, 234 7. Delete OMT 223, 224 8. Add OMT 115 – Introduction to Ophthalmics 9. Add HE 113 – CPR (Professional Rescuer) & First Aid 10. Add MP 201 – Intro to Electronic Health Records 11. Add OMT 250 – Ophthalmic Imaging 12. Add OMT 147 – Clinical Optics III 13. Increase credits in OMT 209 Surgical Assisting from 3 to 4 14. Add one 3 credit elective determined by the department 15. Increase total credits for the degree from 91 to 93 16. Title change OMT 210 17. Add OMT Program Electives 3 credits: PL 103 Introduction to Law-Ethics - OR - HE 250 Personal Health 		

SECTION # 2 PREREQUISITES AND OUTCOMES

All degree/certificate outcomes will be reviewed by the committee regardless of whether or not outcomes have changed.

Current Prerequisites	Does the revision involve changing degree prerequisites?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Course Number	Course Title or Placement level		
WR 121	English Composition	Readiness to take	
Math 65	Introductory Algebra – Second term	Readiness to take	

Proposed Prerequisites		
Course Number	Course Title or Placement level	
WR 121	English Composition	Completion prior to program entry
Math 65	Introductory Algebra – Second term	Completion prior to program entry
MP 111	General Medical Terminology	Completion prior to program entry

Current Outcomes: Required whether or not outcomes are being changed.	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.	Does the revision involve changing degree outcomes? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Identify which college AAS degree outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the AAS degree outcomes.

Degree Outcome	Core Outcome
Work within the professional, legal and ethical parameters of ophthalmology.	
Apply academic knowledge and diagnostic testing skills in a variety of practice settings.	
Utilize effective oral and written communication skills with patients and other health care professionals.	
Apply critical thinking skills to provide safe, effective patient care.	

Revised Outcomes:
Identify which college AAS degree outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the AAS degree outcomes.

Degree Outcome	Core Outcome
Program graduates should be able to:	
1. Provide appropriate and safe patient care commensurate with their medical competency	Critical Thinking

	Professional Competency Communication Self reflection
2. Utilize effective oral and written communication skills with patients and health care personnel.	Professional Competence Communication
3. Apply knowledge of anatomy, physiology, and pathology to performing diagnostic tests and procedures.	Professional Competency Critical Thinking
4. Exhibit professional and ethical behavior in the ophthalmic workplace.	Professional Competence Self-reflection Critical thinking
5. Expand one's own career; adopting a model of lifelong learning and continuing education.	Professional Competence Self-reflection Community/Environmental responsibility
6. Be prepared to take and pass national certification examination to become a Certified Ophthalmic Technician (COT).	Professional Competency Self-reflection Critical Thinking

SECTION # 3 COURSE BY COURSE COMPARISON

CURRENT DEGREE INFORMATION			PROPOSED DEGREE INFORMATION		
COURSE NUMBER	COURSE TITLE	CREDITS	COURSE NUMBER	COURSE TITLE	CREDITS
BI 121	Intro to A & P	4	BI 121	Intro to A & P *	4
OMT 111	Medical Terminology (remove)	4	OMT 115	Intro to Ophthalmics (add)	2
OMT 145	Clinical Optics I	2	OMT 145	Clinical Optics I	2
OMT 163	Ocular A&P	2	OMT 163	Ocular A & P	2
OMT 102	Pharmacology/Eye Disease I	2	OMT 102	Pharmacology/Eye Disease	2
PSY 101	Psychology	4	PSY 101	Intro to Psychology *	4
OMT 104	Ophthalmic Office Procedures	3	OMT 104	Ophthalmic Office Procedures	3
OMT 146	Clinical Optics II	2	OMT 146	Clinical Optics II	2
BI 122	Intro to A & P II	4	BI 122	Intro to A & P II *	4
OMT 106	Intro to Clinical Skills	3	OMT 106	Intro to Clinical Skills	3
MA 131	Intro to Medical Science	5	MA 131	Intro to Medical Science	5
			HE 113	CPR/First Aid (add)	1

			MP 201	Intro to Electronic Health Records (add)	3
OMT 103	Pharmacology/Eye Disease II	2	OMT 103	Pharmacology/Eye Disease II	2
OMT 283	Perception/Low Vision (remove)	2	OMT 147	Clinical Optics III (add)	2
OMT 231	Seminar I	1	OMT 231	Seminar I	1
OMT 121	Practicum I	1	OMT 121	Practicum I	1
OMT 206	Diagnostic Proc. I	4	OMT 206	Diag. Procedures I	4
OMT 209	Surgical Procedures	3	OMT 209	Surgical Assisting (increase credit)	4
OMT 232	Seminar II	2	OMT 232	Seminar II	2
OMT 222	Practicum II	4	OMT 222	Practicum Second Year	4
OMT 208	Ocular Motility	2	OMT 208	Ocular Motility	2
OMT 212	Contact Lens I (remove)	3	OMT 250	Ophthalmic Imaging (add)	3
OMT 223	Practicum III (remove)	4	OMT 222	Practicum Second Year	4
OMT 233	Seminar III (remove)	2			
OMT 207	Diagnostic Procedures II	4	OMT 207	Diag. Procedures II	4
HE 112	CPR/First Aid (remove)	1	OMT 232	Seminar II	2
OMT 224	Practicum IV (remove)	4			
OMT 234	Seminar IV (remove)	2	OMT 222	Practicum Second Year	4
OMT 210	Therapeutic Asst. Proc. (title change)	4	OMT 210	Advanced Diagnostics (title change)	4
OMT 213	Contact lens II (remove)	3	OMT 232	Seminar II	2
	General Educ. Classes	8		General Educ. Classes (at least one class from Arts/Letters)	8
				OMT program elective (add)	3
				OMT Program Elective list	
				PL 103 Introduction to Law-Ethics	(3)
				HE 250 Personal Health	(3)
	Credit Total	91		Credit Total	93

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

<p>Is this a statewide degree?</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p>Has the change been approved by the consortium?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Are there any career pathway(s) or related certificates attached to this degree?</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
<p>Is this a degree option?</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p>If yes, name of the base degree:</p>			
<p>If yes, name of career pathway(s) or related certificate</p>				<p>Requested <u>implementation date:</u></p>	<p>Fall term 2011</p>
<p>Submitted By:</p>		<p>Joanne Harris, Dept. Chair, Ophthalmic Medical Technology</p>			
<p>Email:</p>		<p>jmharris@pcc.edu</p>			



**NEW CERTIFICATE
REQUEST FORM**

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SECTION # 1 OVERVIEW

Proposed Title:	Oregon Green Technician Certificate	Proposed Credits:	46
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Reason for new certificate:
The Oregon Green Technician Certificate will prepare students for entry level employment, providing them with the foundation skills needed in a variety of industries that are associated with or support green jobs. The Oregon Green Technician Certificate is designed to meet the unique needs of rural Oregon, where companies tend to be smaller, many occupations may have only one or two local job openings, and employers need workers who have basic technical skills that can transfer to different kinds of work and work settings as employer requirements and labor market demands shift.

Impact on other areas of instruction: Have you talked to other area SACs? If yes, explain:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Explain:	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
MTH 20	Math 20, or placement into MTH 60	4
RD 90	Reading 90 or placement into Reading 115	3
WR 90	WR 90 or placement into WR 115	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. Yes No

Proposed Title:	Oregon Green Technician Certificate	Proposed Credits:	46
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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
Individuals who complete the one-year Green Technician Certificate will:	
<ul style="list-style-type: none"> be multi-skill, systems thinkers and problem-solvers. 	NA This is a CGCC/Statewide Certificate
<ul style="list-style-type: none"> be prepared for a broad array of green occupations across a variety of diverse industries, such as green energies production, equipment manufacturing (such as solar panel, wind turbine, wave energy, bio-energy component), construction and installation, monitoring and repair, building retro-fitting, process recycling, hazardous materials removal work and others. 	
<ul style="list-style-type: none"> have a fundamental understanding of sustainability, green technologies, process improvements/elimination of waste, and an overview of various careers in green tech. 	
<ul style="list-style-type: none"> be able to demonstrate the applied reading and workplace math skills needed on-the-job, as well as the workplace skills employers need: critical thinking, problem solving, team work, etc. 	
<ul style="list-style-type: none"> possess a unique set of entry-level electrical, mechanical, and heating/cooling systems skills- as taught through the lens of green energy and energy efficiency - that will allow graduates to learn quickly on the job and be prepared for success in advanced programs of study. 	

SECTION # 3 COURSEWORK

PROPOSED CERTIFICATE COURSEWORK

COURSE NUMBER	COURSE TITLE	CREDITS
Term 1		
GT 101	Introduction to Industrial Sustainability	3
GT 102	Green Industrial Safety	2
GT 103	Mechanical Systems	3
GT 104	Electrical Systems Troubleshooting I	2
GT 105	Applied Math for Green Technologies	4

Term 2			
GT 106	Introduction to Green Technologies		2
GT 107	Electrical Systems Troubleshooting II		3
GT 108	Building Systems		2
GT 109	HVACR Systems Operations		3
GT 110	Workplace Communications/Information Literacy		2
WR 115 or higher	Introduction to Expository Writing		4
Term 3			
GT 111	Preventative Maintenance and Energy Conservation		2
GT 112	Control Systems		3
GT 113	Fluid Power		2
GT 114	Local Applications-Alternative Energy		3
GT 115	Human Relations-Customer Service		3
GT Elective	(See list below)		3
		Confirm total number of credits	Credit Total
			46
SECTION # 4 (Please contact the Curriculum Office for support in filling out this section if needed.)			
Is this a Statewide Certificate?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Has the certificate been approved by the consortium?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
			Requested implementation term:
			Summer, 2011
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.			
Submitted By:	Susan Lewis, Instructional Coordinator, CGCC		
Email:	slewis@cgcc.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.

GT Electives

Course Number	Course Title	credits
WLD 190 B	Basic Welding Practice	2
SP 140	Introduction to Intercultural Communication	4
PE 182.H	Adult Fitness	1
HE 112	First Aid and Emergency Care	3
CAS 170	Beginning Excel	3
CAS 133	Basic Computer Skills/Microsoft Office	4
CG 209	Job Finding Skills	1
CIS 120	Computer Concepts	4
WR 121	English Composition	4

Template for Related Instruction in Certificates

45 to 60 credits		Oregon Green Technician Certificate			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
BKT	101	Basket Weaving Basics	4	120	6	12	8	26
courses used for embedded related instruction				0				No RI
				0				No RI
				0				No RI
				0				No RI
				0				No RI
courses used for stand-alone related instruction				0				No RI
GT	105	Applied Math for Green Technologies	4	120	120.00			120.00
GT	115	Human Relations/Customer Service	3	90			90.00	90.00
WR	115	Introduction to Expository Writing	4	120		120.00		120.00
Totals			11	330	120.00	120.00	90.00	330.00
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?		
Related instruction instructor qualification forms are filed with the VP Academic & Student Affairs?		



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Impact on other areas of instruction: Have you talked to other area SACs? If yes, explain:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Explain:	Has certificate been validated by the Advisory Committee? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

SECTION # 2 PREREQUISITES AND OUTCOMES

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<ul style="list-style-type: none"> be prepared for a broad array of green occupations across a variety of diverse industries, such as green energies production, equipment manufacturing (such as solar panel, wind turbine, wave energy, bio-energy component), construction and installation, monitoring and repair, building retro-fitting, process recycling, hazardous materials removal work and others. 	
<ul style="list-style-type: none"> have a fundamental understanding of sustainability, green technologies, process improvements/elimination of waste, and an overview of various careers in green tech. 	
<ul style="list-style-type: none"> be able to demonstrate the applied reading and workplace math skills needed on-the-job, as well as the workplace skills employers need: critical thinking, problem solving, team work, etc. 	
<ul style="list-style-type: none"> possess a unique set of entry-level electrical, mechanical, and heating/cooling systems skills- as taught through the lens of green energy and energy efficiency - that will allow graduates to learn quickly on the job and be prepared for success in advanced programs of study. 	

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Term 2			
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GT 108	Building Systems		2
GT 109	HVACR Systems Operations		3
GT 110	Workplace Communications/Information Literacy		2
WR 115 or higher	Introduction to Expository Writing		4
Term 3			
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GT 112	Control Systems		3
GT 113	Fluid Power		2
GT 114	Local Applications-Alternative Energy		3
GT 115	Human Relations-Customer Service		3
GT Elective	(See list below)		3
		Confirm total number of credits	Credit Total
			46
SECTION # 4 (Please contact the Curriculum Office for support in filling out this section if needed.)			
Is this a Statewide Certificate?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Has the certificate been approved by the consortium?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		Requested implementation term:	Summer, 2011
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.			
Submitted By:	Lori Gates, Chief Academic officer, TBCC		
Email:	gates@tillamookbay.cc		

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.

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CAS 133	Basic Computer Skills/Microsoft Office	4
CG 209	Job Finding Skills	1
CIS 120	Computer Concepts	4
WR 121	English Composition	4

Template for Related Instruction in Certificates

45 to 60 credits		Oregon Green Technician Certificate			Related instruction Hours in:			
Enter course information in light yellow areas (totals will be automatically calculated)								
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courses used for embedded related instruction				0				No RI
				0				No RI
				0				No RI
				0				No RI
				0				No RI
				0				No RI
				0				No RI
courses used for stand-alone related instruction				0				No RI
GT	105	Applied Math for Green Technologies	4	120	120.00			120.00
GT	115	Human Relations/Customer Service	3	90			90.00	90.00
WR	115	Introduction to Expository Writing	4	120		120.00		120.00
Totals			11	330	120.00	120.00	90.00	330.00
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?		
Related instruction instructor qualification forms are filed with the VP Academic & Student Affairs?		



CONSENT AGENDA FORM

This form maybe used instead
of coming to the Degree and
Certificate Meeting.


Directions: Fill out completely
and
return electronically to:
dac@pcc.edu

Consent Agenda form may be used for the
following:

1. Course title changes
2. Course number changes
3. Addition/Deletion of an elective
4. Change in the number of pass/no
pass credits other than the default
5. Degree or certificate title changes
6. Change to open admissions

Other changes need to come before the
Degree and Certificate Committee.

Submitted by:	Franklin Roberts	Email: franklin.roberts@pcc.edu	Phone: (971) 722-4429
Title of Degree/Certificate:	Associate of Applied Science in CIS: Network Administration degree option	Requested Implementation Term:	Fall 2011
What type of change are you requesting?	<input type="checkbox"/> Course title change <input checked="" type="checkbox"/> Addition of an elective <input type="checkbox"/> Degree or certificate title change	<input type="checkbox"/> Course number change <input type="checkbox"/> Deletion of an elective <input type="checkbox"/> Other	
Fill in the sections below as applicable. If a section is not applicable, fill in N/A.			
Current Course Title:	End User Support	Proposed Course Title:	N/A
Current Course Number:	CIS 225	Proposed Course Number:	N/A
Electives List Title:	Computer Information Systems Network Administration Degree Electives		
Explanation of Other:			

		CONSENT AGENDA FORM This form maybe used instead of coming to the Degree and Certificate Meeting. Directions: Fill out completely and return electronically to: dac@pcc.edu		Consent Agenda form may be used for the following: 1. Course title changes 2. Course number changes 3. Addition/Deletion of an elective 4. Change in the number of pass/no pass credits other than the default 5. Degree or certificate title changes 6. Change to open admissions Other changes need to come before the Degree and Certificate Committee.	
		Submitted by:	Tanya R. Littrell	Email: tanya.littrell@pcc.edu	Phone: x4043
Title of Degree/Certificate:	AAS Fitness Technology	Requested Implementation Term:	Fall 2011		
What type of change are you requesting?	<input type="checkbox"/> Course title change <input type="checkbox"/> Addition of an elective <input type="checkbox"/> Degree or certificate title change		<input type="checkbox"/> Course number change <input type="checkbox"/> Deletion of an elective <input checked="" type="checkbox"/> Other		
Fill in the sections below as applicable. If a section is not applicable, fill in N/A.					
Current Course Title:	NA	Proposed Course Title:	NA		
Current Course Number:	NA	Proposed Course Number:	NA		
Electives List Title:	PE Options Please remove the weight training PE Option for the FT AAS. Maintain all other options, aquatic, aerobic group, mind/body, and team sports.				
Explanation of Other:	There are no options for weight training. The required weight training classes are specifically spelled out in the course of study.				

		CONSENT AGENDA FORM This form maybe used instead of coming to the Degree and Certificate Meeting. Directions: Fill out completely and return electronically to: dac@pcc.edu		Consent Agenda form may be used for the following: 1. Course title changes 2. Course number changes 3. Addition/Deletion of an elective 4. Change in the number of pass/no pass credits other than the default 5. Degree or certificate title changes 6. Change to open admissions Other changes need to come before the Degree and Certificate Committee.	
		Submitted by:	Allen Jones	Email: ajones@pcc.edu	Phone: 5226
Title of Degree/Certificate:	Professional Music Certificate	Requested Implementation Term:	Soonest available (Fall 2011)		
What type of change are you requesting?	<input type="checkbox"/> Course title change <input checked="" type="checkbox"/> Addition of an elective <input type="checkbox"/> Degree or certificate title change		<input type="checkbox"/> Course number change <input type="checkbox"/> Deletion of an elective <input type="checkbox"/> Other		
Fill in the sections below as applicable. If a section is not applicable, fill in N/A.					
Current Course Title:	Songwriting and Music Publishing	Proposed Course Title:			
Current Course Number:	MUC 166	Proposed Course Number:			
Electives List Title:	Professional Music Certificate				
Explanation of Other:					

PACS FAC Proposal:

(Peace and Conflict Studies Focus Area Committee)

PACS Learning Community.

October 29, 2010.

Purposes: To provide **an institutional mechanism** for reviewing, updating, and promoting the Peace and Conflict Studies (PACS) Program at Portland Community College while creating **a structure** for administrative support and input into established PCC mechanisms for decision making which includes **a venue** for faculty and others interested in the PACS Program to meet and share information with respect to all SACs impacted by the PACS Program.

RATIONALE: When ad-hoc groups of people successfully create a program that is not designed to be housed under an already established program or discipline, the program (like Peace and Conflict Studies 20 years ago) benefits from the energy associated with the creative process, but that energy often fades with time. The aging program may find it difficult to recruit new energy to replace those who retire, die, or go on to devote energy elsewhere – due, in part, to the ad-hoc nature of the group (which is not officially recognized within the PCC organizational structure. To grant SAC status to the an established program would be one response to this reality, though SAC status risks confusion in relationship with discipline-related SACs whose courses may be given credit in the program. Since “Focus Area Awards” are now what the State of Oregon allows for non-vocational programs no longer eligible to be given “certificates”, it seems logical to create new “Focus Area Committees” to remedy problems associated with ad-hoc groups and potential confusion also regarding responsibilities relating to certificates for which a SAC may not primarily be responsible.

PACS FAC Powers & Duties:

- 1) review, manage, and suggest improvements relating to the PACS focus area program structure and award requirements.
- 2) propose, manage, review, and suggest improvements for any Certificate Program relating to PACS (for which a SAC is not primarily responsible).
- 3) propose for consideration to SACs new courses for which PACS program credit may be given.
- 4) create and implement strategies for promoting completion of PACS Program Focus Awards and any Certificates Program relating to PACS (for which a SAC is not primarily responsible).
- 5) develop and implement mechanisms for more effective advertising of PACS Program options.
- 6) decide upon an inclusive PACS decision making process, clarifying criteria for participation.
- 7) clarify the powers and duties of all PACS FAC Chairs and other responsible persons.
- 8) maintain records of decisions, enrollment, and other data (to be available on request).
- 9) SACs yield no power or duties to FACs regarding course content, faculty requirements, or other issues (such as modes of delivery or evaluation) related to a course currently under SAC jurisdiction.
- 10) FACs would not be subject to extensive periodic “program review” as SACs are, but could be encouraged to provide suggestions for improvement in their “focus awards” and certificates in intervals of not more than 5 years

A 110 DRAFT - Edited by Susanne Christopher and R Mathern
Degree & Certificate Substitutions Standard

Deleted: (the CTE chair perspective) – 1/7/2011

Students have the right to petition for the substitution of course work to meet degree and/or certificate requirements. No student can graduate with fewer than the required number of credits in a degree or certificate. Credit can be given for a substitution of additional course work, but credit cannot be waived.

Requests for substitutions of course work in the ASOT, AAOT, AS and AGS degrees require approvals by the Registrar in accordance with guidelines established by the SAC.
Requests for substitution of course work in AAS degrees and certificates requires approval by department the chair from which the student is earning the degree and/or certificate.

All substitutions must meet state guidelines for each degree or certificate as established by the state (CCWD) degree/certificate rules. The Registrar's office reviews substitution decisions for compliance with accreditation standards, government regulations and degree outcomes.

Deleted: All substitutions must meet state guidelines for each degree or certificate as established by the state (CCWD) degree/certificate rules. Substitution decisions shall be reviewed by the registrar's office to ensure compliance with state rules.¶

Deleted: shall be approved or denied

Deleted: based on the substitutions meeting SAC designated courses outcomes.¶

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Deleted: The Registrar shall determine approval of all General Education requirement substitution requests for AAS Degrees.

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Deleted: The Registrar's review of substitution decisions by the departments is limited to ensuring compliance with applicable state rules

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Registration Office

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