

Degrees and Certificates
February 4, 2009
Conference Room A

In attendance: Susanne Christopher, Dave Stout, Janeen Hull, Loretta Goldy, Joanne Harris, Scott Huff, Brad Krohn, Fred Attrach, Davonna Livingston, Amy Alday-Murray, Djambel Unkov, Rebecca Mathern.

Guests: Lee Fan, Cece Cutsforth, Connie Christopher, Jon Gieber, Jim Parks, Larry Altree, Jim Jeffery.

Approval of January Minutes:

- Discussion occurred around several points in the minutes:
- Information for the AAOT, Davonna inserted Susanne's email about the health requirement that was not entered in original agenda.
- Put Committee Member names on these minutes and all the following minutes.
- Information literacy outcomes are an ongoing conversation. At PCC WR 122 & 122, or 121 and 227, would do a good job covering for all but two outcomes. There's been a question about removing those two outcomes in the statewide outcomes. There's a slowly forming group that is supposed to address that maybe this year. OEAC meets Friday and will talk about that issue. Scott Huff will get together with the 3 chairs and have a conversation about it. OEAC will be advising council members and administrators about what is appropriate. For 09/10 catalog, approved by EAC is what's going in catalog.

**Dave Stout moves for approval of minutes with attendance added.
Unanimous approval for recommendation.**

The following reflects the actual presentation order:

Revision: Culinary Assistant-Related Instruction-Lee Fan-Went through training with Ruth Steele and decided to change the outcomes for the certificate. The Culinary Assistant SAC has decided to go with the embedded instruction within the certificate.

Dave recommended approving and seconded by Loretta. Motion passed with the stipulation that Related Instruction courses are approved by the Curriculum Committee.

Revision: Graphic Design AAS-Cece Cutsforth

Add SP 111 to degree requirement and remove a program elective. Make changes in course numbers to align better with sequencing. Change of three course numbers is as follows: GD 241 to GD 160. GD 243 to GD 260. GD 139 to GD 239.

Scott Huff moved to approve and seconded by Joanne. Unanimous approval for recommendation.

Revision: Welding AAS/ 2 Year Certificate – Connie Christopher

Revision of 2 year certificate and AAS. Move WLD 262 from required course list to elective list and WLD 263 capstone moved to required course list; Inactivation of WLD 204. Certificate has an increase of required courses; MTH 105, PSY 101, and SP 100 have been added to certificate. New total is 93 credits. Connie stated that the SAC will revisit whether or not to offer the 2 year certificate within a few years time. Connie also states that most students receive the 1 year certificate.

The revision to the AAS also includes moving WLD 262 to the elective list, moving WLD 263 to the required courses list and the inactivation of WLD 204.

Janeen moved to recommend revisions for welding cert 2yr and AAS, with the understanding Connie will come back in 2 years to review the 2 year certificate Math requirement. Dave Stout seconded the motion. Unanimous approval for recommendation.

Revision - Addiction Studies – Jon Gieber

Addiction Studies is adding two classes to the Addiction Studies Certificate and AAS. The classes are AD 157 and AD 278 Practicum Preparation. The total for the Certificate is now 44 credits. 2 credits were added to both the Certificate and AAS. Jon explained that the reason for adding the two courses. He also explained the importance of adding AD 278 Practicum Preparation course is to prepare students before they enter into their field experience. Within that context there was a discussion of Practicum vs. Cooperative Education. Lengthy discussion about the inclusion of LIB 101 in light of having both WR 121 and WR 122 as requirements. Committee members unclear about LIB 101 and sought further clarification. Due to the short time line for catalog, Jon decided to drop LIB 101 from the AAS requirement and to put forth the other degree revisions.

Loretta moved to recommend approval of revisions in the certificate pending approval at Curriculum Committee of the numbering changes for AD 280A, B, C, and D to AD 270A, B, C, and D and approval of AD 157; Joanne, seconded. Unanimous approval for recommendation.

(Note: The need to change 280 classes to 270 is still under discussion)

Motion for approval of AAS degree pending approval by the Curriculum Committee for changing 280 A, B, C, D to 270 A, B, C, D, AD 157, AD 157 and the removal of LIB 101 Addiction Research course. There are a total of 96 credits in amended degree.

(Note: The need to change 280 classes to 270 is still under discussion)

Joanne moved to approve for recommendation the amended degree which includes removal of Lib 101, pending discussion with library SAC, DOI's, and EAC leaders. Dave seconded the motion. Unanimous approval for recommendation.

Revision: Criminal Justice AAS – Jim Parks

WR 122 is being replaced by WR 227. (WR 121 was written as the course being replaced in some of the paperwork, this is incorrect.)The Writing department stated that WR 227 would be a better class for students who require the ability to write in a technical fashion. Add CJA 152.

Fred Attrach motioned to approve revision of CJA AAS, removing WR 122, Adding 227, Adding CJA 115 to elective list pending approval at the Curriculum Committee next door. Brad Krohn seconded. Unanimous approval for recommendation.

Revision: Aviation Science Airplane and Helicopter AAS – Larry Altree

Correction in paperwork. The course work form should state 8 credits required in General Education instead of 4 credits. Addition of 3 AVS classes: 3 AVS 107 classes and 3 AVS 207 classes.

Each class is taken three times for one credit. AVS 107 in the 1st, 2nd, and 3rd terms and AVS 207 in the 4th, 5th, and 6th terms. GS 109 may be used for General Education and a program elective has been removed to balance the credits. Larry stated the importance of meeting with the students on a regular basis to aid in their completion of flight training which is contracted through an external vendor.

Loretta moved to recommend AAS degree revision, pending approval of AVS 107 and AVS 207. Janeen seconded. Unanimous approval for recommendation.

Revision: Auto Body - Related Instruction– Jim Jeffery

Related instruction in the 2 year certificate is embedded. Minimum/maximum credit amounts for related instruction do not reflect standard requirements for PCC in the current template. This certificate falls into the one year related instruction category at the state level. It is a 72 credit certificate which is considered a 2 year Certificate at Portland Community College. So while the certificate is a two year the one year template must be used at this time. Related Instruction Template approval contingent on courses being approved for embedded related instruction at the Curriculum Committee.

Janeen moved to approve pending approval of the courses in the Curriculum Committee. Joanne seconded. Unanimous approval for recommendation.

Consent Agenda:

Consent Agenda Degrees and Certificates

1. Alcohol and Drug AAS
 - a. Total required credits have not changed
 - b. General Education reduced to 12 because 4 cr are a program requirement
2. Aviation Maintenance Technology AAS
 - a. Catalog error: total credits should be 109 not 111 credits. Approved at 10/08 Degree & Certificate meeting
3. CIS:AAS
 - a. Catalog error: credit requirements should be 94, however due to the 3-4 credit conversion the minimum remains 92 cr.
 - b. Decrease Gen Ed to 8 cr., because 8 cr is a program requirement
 - c. Increase CS-CIS elective to 8 cr
 - d. CIS 240M and CIS 240L were added to term 3.
4. CIS: Certificate
 - a. Catalog error: Credit requirement should be minimum 46 to accommodate 3 cr. Electives.
5. CIS: E-commerce
 - a. Catalog error: Credit requirement should be 48 cr.
6. CIS: Network Administration option AASO
 - a. Catalog error: should be 94 credits currently listed as 92 cr. whereas credits actually total 86-88 cr.
 - b. CIS network electives - add 8 cr. For a total of 36 CIS network elective cr.
7. Sign Language Interpretation
 - a. Catalog error: Credit requirements should be 104 not 106 cr for AAS

Dave Stout moved for the approval of the consent agenda. Brad seconded. Unanimous approval.

Steve will be asking to be added to agenda in March for a discussion about State rules and regulations we have been made aware of recently.