



## COMMUNITY COLLEGE PROGRAM AMENDMENT FORM

(For changes to State Approved Associate of Applied Science degree, AAS option and Certificate of Completion programs)

This form should be completed electronically and the boxes will expand to accommodate text.  
Current instructions, forms, handouts and other useful resources are located at  
<http://www.ode.state.or.us/search/results?id=231>

<b>College:</b>	<b>Clackamas Community College</b>	<b>Date</b>	<b>November 04, 2015</b>
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### CAREER LEARNING AREA

<input type="checkbox"/> Ag, Food & Natural Resource Systems	<input type="checkbox"/> Health Services
<input type="checkbox"/> Arts, Information & Communications	<input type="checkbox"/> Human Resources
<input checked="" type="checkbox"/> Business & Management	<input type="checkbox"/> Industrial & Engineering Systems

### PROGRAM INFORMATION

<u>APPROVED</u> Program Title  <small>(For Official Program Title, refer to your directory at <a href="http://www.ode.state.or.us/search/results?id=232">http://www.ode.state.or.us/search/results?id=232</a>)</small>	<u>APPROVED</u> CIP Code <small>(Include 7<sup>th</sup> &amp; 8<sup>th</sup> digits used for OCCURS reporting.)</small>			<u>APPROVED</u> Recognition Award	<u>Current</u> Credits
	<u>6-digit CIP</u>	<u>7<sup>th</sup> digit</u>	<u>8<sup>th</sup> digit</u>		
<b>AAS Title:</b> <b>Retail Management</b>	<b>52.1803</b>	<b>I</b>	<b>*</b>	<input type="checkbox"/> Associate of Applied Science (AAS) Degree	
<b>Option Title**</b>				<input type="checkbox"/> <b>OPTION</b> to AAS Degree	
<b>Certificate Title:</b> <i>Within</i> AAS Degree? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <b>Retail Management</b>	<b>52.1803</b>	<b>J</b>	<b>*</b>	<input checked="" type="checkbox"/> Certificate of Completion	<b>45-46</b>

\*\*Enter name of base degree in 'AAS Title' box

### TYPE OF PROGRAM AMENDMENT

(Check ALL That Apply)

<input type="checkbox"/> New Program++	<input checked="" type="checkbox"/> Curriculum Revision	<input checked="" type="checkbox"/> Revision in Program Credits
<input checked="" type="checkbox"/> Title Change for Program		<b>Proposed Total Credits: 45-48</b>
<b>Proposed AAS Title:</b>		
<b>Proposed OPTION Title:</b>		
<b>Proposed Certificate Title:</b>	<b>Retail Management Expanded Certificate</b>	
<input type="checkbox"/> <b>SUSPENSION</b> of Program	<i>Reason for Suspension:</i>	
<b>Suspension Effective Date:</b>		

++If new program is an additional award for an existing degree or certificate, complete 'Program Information' section for existing program.

## CURRICULUM AMENDMENT

[List in a Defined Sequence of Courses Format, e.g., Quarter-to-quarter mapping.  
For a New Program, complete the Proposed Curriculum section only.]

### CURRENT CURRICULUM 2015-16

[List entire curriculum as last approved]

### PROPOSED CURRICULUM 2016-17

[List only course(s) to be amended]

Course Number	Course Title	Clock Hours	Credits	Course Number	Course Title	Clock Hours	Credits
<b>Fall Term</b>							
BA-104	Business Math	33	3		Move to Spring Term		
BA-131	Introduction to Business Computing	44	4				
COMM-111	Public Speaking	44	4				
WR-101 or WR-121	Communication Skills: Occupational Writing English Composition	33 44	3 4				
<b>Winter Term</b>							
BA-217	Budgeting for Managers	33	3	BA-217 or BA-272	Budgeting for Managers  Financial Analysis, Accounting and Budget Forecasting (Retail)	33 44	3 4
BA-214 or BA-205	Business Communications  Business Communications with Technology	33 44	3 4				
BA-206	Management Fundamentals	44	4				
BA-223	Principles of Marketing	44	4				
<b>Spring Term</b>							
BA-224	Human Resource Management	44	4				
BA-249	Retailing	33	3				
BA-285	Human Relations in Business	44	4		Move to Fall Term		
				BA-104 Or MTH-105	Business Math  Introduction to Contemporary Math	33 44	3 4
---	Any BA/BT course not already included in the Retail Management program	44	6	---	Any BA/BT course not already included in the Retail Management program	44	3-6
<b>TOTAL CURRENT CREDITS:</b>			45-46	<b>TOTAL PROPOSED CREDITS:</b>			45-48
<b>College Contact</b>		Pam Clem		<b>Telephone No.</b>		503-594-3196	
<b>E-Mail Address</b>		pamc@clackamas.edu		<b>Fax No.</b>			
<b>Chief Academic Officer or CTE Dean Signature</b>						<b>Date</b>	11/4/15