

1. Course Title Change

Course Number	Former Title	New Title
CJA-200	Community Policing In a Culturally Diverse Society	Community Policing
MFG-103	Machining for the Fabrication & Maintenance Trades	Machining for Fabrication & Maintenance

2. Course Hours Change

Course Number	Title	Change
BT-172	Introduction to Microsoft Outlook	11 LECT; 22 LE/LA
CJA-110	Introduction to Law Enforcement	33 LECT; 3 credits
CJA-200	Community Policing	33 LECT; 3 credits
HOR-224	Landscape Installation	22 LECT, 22 LE/LA

3. Course Number Change

Course Number	Title	New Course Number

4. Outlines Reviewed for Approval

Course Number	Title	Implementation
BA-101	Introduction to Business	2019/WI
BA-111	General Accounting I	2019/WI
BA-217	Budgeting for Managers	2019/WI
BA-223	Principles of Marketing	2019/WI
BA-238	Sales	2019/WI
BA-239	Advertising	2019/WI
BT-172	Introduction to Microsoft Outlook	2019/WI
CJA-110	Introduction to Law Enforcement	2019/SU
CJA-200	Community Policing	2019/SU
CJA-210	Criminal Investigation I	2019/WI
CJA-214	Intimate Partner Violence	2019/WI
CJA-222	Procedural Law	2019/WI
CJA-280	Criminal Justice/Corrections/CWE	2019/WI
CJA-281	Criminal Justice/Corrections/CWE	2019/WI
CLA-115	Laboratory Administrative Skills	2019/WI
COMM-111	Public Speaking	2019/WI
CS-195	Flash Web Development	2019/WI
CS-225	Computer End User Support	2019/WI
GIS-236	Introduction to Programming for GIS	2019/WI
HOR-224	Landscape Installation	2019/WI
MFG-103	Machining for Fabrication & Maintenance	2019/WI
MFG-107	Industrial Safety & First Aid	2019/WI
TA-153	Theatre Rehearsal & Performance	2019/WI
TA-253	Theatre Rehearsal & Performance	2019/WI

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Business & Computer Science: Business

Submitter

First Name: Dale
Last Name: Hatfield
Phone: 3074
Email: daleh

Course Prefix and Number: BA - 101

Credits: 4

Contact hours

Lecture (# of hours): 44
Lec/lab (# of hours):
Lab (# of hours):
Total course hours: 44

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Introduction to Business

Course Description:

Introduces the American business system in a changing global environment. Disciplines covered include economics, entrepreneurship, formation, accounting, finance, marketing, and management.

Type of Course: Lower Division Collegiate

Is this class challengeable?

Yes

Can this course be repeated for credit in a degree?

No

Is general education certification being sought at this time?

No

Does this course map to any general education outcome(s)?

No

Is this course part of an AAS or related certificate of completion?

Yes

Name of degree(s) and/or certificate(s): Business AAS & Certificate

Are there prerequisites to this course?

No

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

Yes

Recommendations: WRD-090 or placement in WRD-098

Requirements:

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

- ✓ **Fall**
- ✓ **Winter**
- ✓ **Spring**

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. describe and discuss the various factors necessary for cultivating and operating a business in a diverse global environment, including: The Free Enterprise System; Economics, Globalization, Ethics and Social Responsibility;
2. describe and apply Marketing Mix concepts including the development of customer oriented strategies in the current business environment;
3. describe and apply key aspects of managing a business; including Planning, Leading, Organizing, Controlling, and Motivating in the current business environment;
4. distinguish among the various forms of business ownership and various ways of getting a business started;
5. examine and reflect upon personal strengths and weaknesses as it relates to entrepreneurial characteristics;
6. work effectively as a team member through team projects, case studies and problem analysis;
7. develop a basic business plan that integrates course topics (formation, operations, marketing, finance, management and accounting).

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Taking risks and making profits within the dynamic business environment.
2. Understanding economics and how it affects business.
3. Doing business in global markets.
4. Demanding ethical and socially responsible behavior.
5. How to form a business.
6. Entrepreneurship and starting a small business.
7. Management and leadership.
8. Structuring organizations for today's challenges.
9. Production and operations management.
10. Motivating employees.
11. Human resource management: finding and keeping the best employees.
12. Marketing: helping buyers buy.
13. Developing and pricing goods and services.
14. Distributing products.
15. Using effective promotions.
16. Understanding accounting and financial information.
17. Financial management.
18. Using securities markets for financing and investing opportunities.
19. Money, financial institutions, and the federal reserve.

Does the content of this class relate to job skills in any of the following areas:

1. Increased energy efficiency **No**

- 2. Produce renewable energy **No**
- 3. Prevent environmental degradation **No**
- 4. Clean up natural environment **No**
- 5. Supports green services **No**

Percent of course: 0%

Section #2 Course Transferability

Concern over students taking many courses that do not have a high transfer value has led to increasing attention to the transferability of LDC courses. The state currently requires us to certify that at least one OUS school will accept a new LDC course in transfer. Faculty should communicate with colleagues at one or more OUS schools to ascertain how the course will transfer by answering these questions.

1. Is there an equivalent lower division course at the University?
2. Will a department accept the course for its major or minor requirements?
3. Will the course be accepted as part of the University's distribution requirements?

If a course transfers as an elective only, it may still be accepted or approved as an LDC course, depending on the nature of the course, though it will likely not be eligible for Gen Ed status.

Which OUS schools will the course transfer to? (Check all that apply)

- EOU (Eastern Oregon University)
- OIT (Oregon Institute of Technology)
- OSU (Oregon State University)
- OSU-Cascade
- PSU (Portland State University)
- UO (University of Oregon)

Identify comparable course(s) at OUS school(s)

EOU - BA 101
OIT - BA 101
OSU - BA 101
PSU - BA 101
UO - BA 101

How does it transfer? (Check all that apply)

required or support for major

general elective

:

First term to be offered:

Next available term after approval

:

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Computer & Business Department: Business

Submitter

First Name: Joan
Last Name: San-Claire
Phone: 3013
Email: joan.san-claire@clackamas.edu

Course Prefix and Number: BA - 111

Credits: 4

Contact hours

Lecture (# of hours): 44
Lec/lab (# of hours):
Lab (# of hours):
Total course hours: 44

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: General Accounting I

Course Description:

This course introduces you to the terminology and processes of full-cycle, cash-basis bookkeeping for small service and merchandising businesses that have inventory. Specifically, you will learn how to analyze and record financial transactions, reconcile accounts and trial balances, and prepare basic financial statements. Additional topics include cash management and bank reconciliations, accounting for sales and purchase discounts, and payroll. Emphasis is on procedure and practice.

Type of Course: Lower Division Collegiate

Is this class challengeable?

Yes

Can this course be repeated for credit in a degree?

No

Is general education certification being sought at this time?

No

Does this course map to any general education outcome(s)?

No

Is this course part of an AAS or related certificate of completion?

Yes

Name of degree(s) and/or certificate(s): Accounting Assistant AAS & Accounting Clerk Certificate

Are there prerequisites to this course?

No

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

Yes

Recommendations: Placement in MTH-020, and BA-101 and BA-104 with a C or better

Requirements:

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

✓ **Summer**

✓ **Fall**

✓ **Winter**

✓ **Spring**

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. explain and apply bookkeeping concepts of debits and credits;
2. analyze financial events and demonstrate cash-basis procedure to complete the bookkeeping cycle for small service businesses and merchandisers, to include journalizing, posting, preparing worksheets, and creating basic financial statements;
3. prepare payroll records for a service-oriented business;
4. reconcile the Cash account.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Accounting concepts and procedures.
2. Analyzing and recording business transactions.
3. The Accounting Cycle.
4. Control of cash.
5. The payroll process.
6. Sales and cash receipts.
7. Purchases and cash payments.
8. Bookkeeping for merchandise companies.

Does the content of this class relate to job skills in any of the following areas:

- | | |
|--------------------------------------|-----------|
| 1. Increased energy efficiency | No |
| 2. Produce renewable energy | No |
| 3. Prevent environmental degradation | No |
| 4. Clean up natural environment | No |
| 5. Supports green services | No |

Percent of course: 0%

Section #2 Course Transferability

Concern over students taking many courses that do not have a high transfer value has led to increasing attention to the transferability of LDC courses. The state currently requires us to certify that at least one OUS school will accept a new LDC course in transfer. Faculty should communicate with colleagues at one or more OUS schools to ascertain how the course will transfer by answering these questions.

1. Is there an equivalent lower division course at the University?
2. Will a department accept the course for its major or minor requirements?
3. Will the course be accepted as part of the University's distribution requirements?

If a course transfers as an elective only, it may still be accepted or approved as an LDC course, depending on the nature of the course, though it will likely not be eligible for Gen Ed status.

Which OUS schools will the course transfer to? (Check all that apply)

Identify comparable course(s) at OUS school(s)

How does it transfer? (Check all that apply)

- ✓ **general elective**
- ✓ **other (provide details):** business elective

First term to be offered:

Next available term after approval

:

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Business & Computer Science: Business

Submitter

First Name: **Joan**
Last Name: **San-Claire**
Phone: **3013**
Email: **joan.san-claire@clackamas.edu**

Course Prefix and Number: BA - 217

Credits: 3

Contact hours

Lecture (# of hours): 33
Lec/lab (# of hours):
Lab (# of hours):
Total course hours: 33

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Budgeting for Managers

Course Description:

Budgeting is a crucial managerial decision-making and planning tool that also incorporates performance evaluation through variance analysis. This course examines developing and managing department and project budgets in depth, as well as how they fit into the overall organizational framework. Specifically, this course includes coverage of static, flexible, and rolling budgets, capital budgeting, variance analysis, break-even and contribution margin analysis, profit planning, manufacturing costs and sales forecasts, and cost behavior.

Type of Course: Lower Division Collegiate

Is this class challengeable?

No

Can this course be repeated for credit in a degree?

No

Is general education certification being sought at this time?

No

Does this course map to any general education outcome(s)?

No

Is this course part of an AAS or related certificate of completion?

Yes

Name of degree(s) and/or certificate(s): Business AAS & Certificate

Are there prerequisites to this course?

No

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

Yes

Recommendations: BA-211 or BA-213, and/or experience in accounting or budgeting. BA-131 or CS-135S

Requirements:

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

✓ **Fall**

✓ **Spring**

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. describe the importance of budgeting and the development process, including budget components, constraints, and ethical considerations;
2. apply budgeting techniques, such as standard costs, variance analysis, and flexible budgeting as a planning and performance evaluation tool;
3. compute compound interest, present and future value, the break-even point, and contribution margin;
4. evaluate long-term projects and capital expenditure decisions with analytic tools and capital budgeting techniques.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Importance of budgets.
2. Budget processes and human behavior.
3. Components of the budget.
4. Budget period and adjustments.
5. Responsibility accounting and management by exception.
6. Flexible budgets.
7. Standard costs.
8. Variance analysis.
9. Evaluation of long-term projects.

Does the content of this class relate to job skills in any of the following areas:

- | | |
|--------------------------------------|-----------|
| 1. Increased energy efficiency | No |
| 2. Produce renewable energy | No |
| 3. Prevent environmental degradation | No |
| 4. Clean up natural environment | No |
| 5. Supports green services | No |

Percent of course: 0%

Section #2 Course Transferability

Concern over students taking many courses that do not have a high transfer value has led to increasing attention to the transferability of LDC courses. The state currently requires us to certify that at least one OUS school will accept a new LDC course in transfer. Faculty should communicate with colleagues at one or more OUS schools to ascertain how the course will transfer by answering these questions.

1. Is there an equivalent lower division course at the University?
2. Will a department accept the course for its major or minor requirements?
3. Will the course be accepted as part of the University's distribution requirements?

If a course transfers as an elective only, it may still be accepted or approved as an LDC course, depending on the nature of the course, though it will likely not be eligible for Gen Ed status.

Which OUS schools will the course transfer to? (Check all that apply)

- EOU (Eastern Oregon University)
- PSU (Portland State University)
- OIT (Oregon Institute of Technology)
- OSU (Oregon State University)
- UO (University of Oregon)

Identify comparable course(s) at OUS school(s)

How does it transfer? (Check all that apply)

required or support for major

general elective

:

First term to be offered:

Next available term after approval

:

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Business & Computer Science: Business

Submitter

First Name: Dale
Last Name: Hatfield
Phone: 3074
Email: daleh

Course Prefix and Number: BA - 223

Credits: 4

Contact hours

Lecture (# of hours): 44
Lec/lab (# of hours):
Lab (# of hours):
Total course hours: 44

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Principles of Marketing

Course Description:

Offers a comprehensive investigation of strategic marketing in a global environment. Topics covered will include research, ethics, consumer behavior, product strategy, distribution strategy, promotional strategy and pricing strategy.

Type of Course: Lower Division Collegiate

Is this class challengeable?

Yes

Can this course be repeated for credit in a degree?

No

Is general education certification being sought at this time?

No

Does this course map to any general education outcome(s)?

No

Is this course part of an AAS or related certificate of completion?

Yes

Name of degree(s) and/or certificate(s): Business AAS & Certificates

Are there prerequisites to this course?

No

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

Yes

Recommendations: WRD-090 or placement in WRD-098

Requirements:

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

- ✓ Fall
- ✓ Winter
- ✓ Spring

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. explain the overall importance of marketing and how it fits into the business environment;
2. explain the strategic process and demonstrate how consumer behavior, consumer research and the internal & external environments are used in a sound strategic marketing process;
3. discuss how the marketing mix is used to address the needs and wants of customers;
4. explain and demonstrate how the marketing mix can be integrated to strengthen the overall marketing function;
5. explain the strategic function that marketing plays in the profitability of a business;
6. identify and connect specific elements of the marketing function with the appropriate functional areas of a business organization then explain how the linkage strengthens the overall strategic position of the organization;
7. explain and demonstrate how the traditional and non-traditional promotional tools can be integrated to strengthen a promotional strategy;
8. create and present a strategic marketing plan for a product or service.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Overview of the World of Marketing
2. Global, Ethical, and Sustainable Marketing
3. Strategic Market Planning
4. Marketing Research
5. Marketing Analytics
6. Understanding Consumer and Business Markets
7. Segmenting, Targeting and Positioning
8. Product Innovation and Development
9. Product Strategy
10. Pricing Objectives & Strategy
11. Distribution Analysis
12. Distribution Strategy
13. Traditional Promotion Strategy
14. Non-Traditional Promotion Strategy

Does the content of this class relate to job skills in any of the following areas:

- | | |
|--------------------------------------|----|
| 1. Increased energy efficiency | No |
| 2. Produce renewable energy | No |
| 3. Prevent environmental degradation | No |

- 4. Clean up natural environment **No**
- 5. Supports green services **No**

Percent of course: 0%

Section #2 Course Transferability

Concern over students taking many courses that do not have a high transfer value has led to increasing attention to the transferability of LDC courses. The state currently requires us to certify that at least one OUS school will accept a new LDC course in transfer. Faculty should communicate with colleagues at one or more OUS schools to ascertain how the course will transfer by answering these questions.

1. Is there an equivalent lower division course at the University?
2. Will a department accept the course for its major or minor requirements?
3. Will the course be accepted as part of the University's distribution requirements?

If a course transfers as an elective only, it may still be accepted or approved as an LDC course, depending on the nature of the course, though it will likely not be eligible for Gen Ed status.

Which OUS schools will the course transfer to? (Check all that apply)

- EOU (Eastern Oregon University)
- OIT (Oregon Institute of Technology)
- OSU (Oregon State University)
- OSU-Cascade
- PSU (Portland State University)
- SOU (Southern Oregon University)
- UO (University of Oregon)

Identify comparable course(s) at OUS school(s)

EOU-BA 312
OIT-BUS 223
OSU-BA 223
PSU-BA 311
SOU-BA 330
UO-MKTG 311
WOU-BA 310

How does it transfer? (Check all that apply)

required or support for major

general elective

:

First term to be offered:

Next available term after approval

:

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Business & Computer Science: Business

Submitter

First Name: Dale
Last Name: Hatfield
Phone: 3074
Email: daleh

Course Prefix and Number: BA - 238

Credits: 4

Contact hours

Lecture (# of hours): 44
Lec/lab (# of hours):
Lab (# of hours):
Total course hours: 44

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Sales

Course Description:

Professional consultative selling techniques and how professional selling fits into a comprehensive marketing program as well as daily life. Interactive exercises will be used throughout the course that emphasize face-to-face communication skills and relationship building.

Type of Course: Lower Division Collegiate

Is this class challengeable?

No

Can this course be repeated for credit in a degree?

No

Is general education certification being sought at this time?

No

Does this course map to any general education outcome(s)?

No

Is this course part of an AAS or related certificate of completion?

Yes

Name of degree(s) and/or certificate(s): Business AAS & Certificates

Are there prerequisites to this course?

No

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

Yes

Recommendations: WRD-090 or placement in WRD-098

Requirements:

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

✓ **Spring**

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. define personal selling and describe its unique characteristics as a marketing communications tool;
2. distinguish between transaction-focused traditional selling and trust-based relationship selling and discuss the selling process involved with each;
3. explain the role of Trust, Knowledge and Ethics in building and maintaining relationships;
4. describe different communication styles including verbal and non-verbal and discuss how salespeople must adapt to maximize communication;
5. explain strategic prospecting and discuss questioning techniques necessary to gather the information need to prepare for consultative sales dialogue;
6. link buying motives to benefits of the seller's offering and support claims with features;
7. describe the major types of sales resistance and discuss how to anticipate and overcome each;
8. list and explain commitment techniques that enhance relationship building;
9. explain how to follow up to assess, maintain and expand customer satisfaction;
10. demonstrate sales techniques and communication skills developed in class in a role play sales presentation.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Overview of personal selling.
2. Building the trust and sales ethics.
3. Understanding buyers.
4. Communication skills.
5. Strategic prospecting and preparing for sales dialog.
6. Planning sales dialog and presentations.
7. Sales dialog: creating and communicating value.
8. Addressing concerns and earning commitment.
9. Expanding customer relationships.
10. Adding value: self-leadership and teamwork.
11. Role play demonstration.

Does the content of this class relate to job skills in any of the following areas:

- | | |
|--------------------------------------|-----------|
| 1. Increased energy efficiency | No |
| 2. Produce renewable energy | No |
| 3. Prevent environmental degradation | No |
| 4. Clean up natural environment | No |
| 5. Supports green services | No |

Percent of course: 0%

Section #2 Course Transferability

Concern over students taking many courses that do not have a high transfer value has led to increasing attention to the transferability of LDC courses. The state currently requires us to certify that at least one OUS school will accept a new LDC course in transfer. Faculty should communicate with colleagues at one or more OUS schools to ascertain how the course will transfer by answering these questions.

1. Is there an equivalent lower division course at the University?
2. Will a department accept the course for its major or minor requirements?
3. Will the course be accepted as part of the University's distribution requirements?

If a course transfers as an elective only, it may still be accepted or approved as an LDC course, depending on the nature of the course, though it will likely not be eligible for Gen Ed status.

Which OUS schools will the course transfer to? (Check all that apply)

- PSU (Portland State University)
- OIT (Oregon Institute of Technology)
- OSU (Oregon State University)
- WOU (Western Oregon University)

Identify comparable course(s) at OUS school(s)

OIT-BUS 326
OSU-MRKT 488
PSU-MKTG 338
WOU-BA 311

How does it transfer? (Check all that apply)

- required or support for major
- general elective
-

First term to be offered:

Next available term after approval
:

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Business & Computer Science: Business

Submitter

First Name: Dale
Last Name: Hatfield
Phone: 3074
Email: daleh

Course Prefix and Number: BA - 239

Credits: 4

Contact hours

Lecture (# of hours): 44
Lec/lab (# of hours):
Lab (# of hours):
Total course hours: 44

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Advertising

Course Description:

Emphasizes a strategic and integrated approach to promotion where traditional and non-traditional techniques of promotion are explored. The relationship and role of advertising to marketing will be stressed throughout the course.

Type of Course: Lower Division Collegiate

Is this class challengeable?

Yes

Can this course be repeated for credit in a degree?

No

Is general education certification being sought at this time?

No

Does this course map to any general education outcome(s)?

No

Is this course part of an AAS or related certificate of completion?

Yes

Name of degree(s) and/or certificate(s): Business AAS & Certificates

Are there prerequisites to this course?

No

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

Yes

Recommendations: BA-101, and WRD-090 or placement in WRD-098

Requirements:

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

✓ **Fall**

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. discuss basic advertising terminology and career opportunities in the advertising field;
2. describe the role of promotion as it relates to a comprehensive marketing mix strategy;
3. outline the relationship between ethics, social responsibility and promotion;
4. list and differentiate among basic techniques used to research and plan promotional strategy;
5. describe and discuss the characteristics, advantages and limitations of the major advertising media in the US;
6. identify and create different forms of traditional and non-traditional promotion, understand the appropriate use of each;
7. work effectively as a team member through group projects, case studies, and problem analysis;
8. develop an appropriate, efficient and effective integrated marketing communications plan for a company or organization.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Integrated marketing communications.
2. Corporate image and brand management.
3. Buyer behaviors.
4. The IMC planning process.
5. Advertising management.
6. Advertising design: theoretical frameworks and types of appeals.
7. Advertising design: message strategies and executional frameworks.
8. Traditional media channels.
9. E-active marketing.
10. Alternative marketing.
11. Database and direct response marketing and personal selling.
12. Sales promotions.
13. Public relations and sponsorship programs.
14. Regulations and ethical concerns.
15. Evaluating an integrated marketing program.

Does the content of this class relate to job skills in any of the following areas:

- | | |
|--------------------------------------|-----------|
| 1. Increased energy efficiency | No |
| 2. Produce renewable energy | No |
| 3. Prevent environmental degradation | No |
| 4. Clean up natural environment | No |

5. Supports green services **No**

Percent of course: 0%

Section #2 Course Transferability

Concern over students taking many courses that do not have a high transfer value has led to increasing attention to the transferability of LDC courses. The state currently requires us to certify that at least one OUS school will accept a new LDC course in transfer. Faculty should communicate with colleagues at one or more OUS schools to ascertain how the course will transfer by answering these questions.

1. Is there an equivalent lower division course at the University?
2. Will a department accept the course for its major or minor requirements?
3. Will the course be accepted as part of the University's distribution requirements?

If a course transfers as an elective only, it may still be accepted or approved as an LDC course, depending on the nature of the course, though it will likely not be eligible for Gen Ed status.

Which OUS schools will the course transfer to? (Check all that apply)

- OIT (Oregon Institute of Technology)
- OSU (Oregon State University)
- PSU (Portland State University)
- SOU (Southern Oregon University)
- UO (University of Oregon)
- WOU (Western Oregon University)

Identify comparable course(s) at OUS school(s)

EOU-BA 464
OIT-BUS 319
OSU-MRKT 493
PSU-MKTG 340U
SOU-BA 432
UO-MKTG 420
WOU-BA 415

How does it transfer? (Check all that apply)

- required or support for major
- general elective

First term to be offered:

Next available term after approval
:

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Business & Computer Science: Business

Submitter

First Name: Beverly
Last Name: Forney
Phone: 3315
Email: beverlyf

Course Prefix and Number: BT - 172

Credits: 2

Contact hours

Lecture (# of hours): 11
Lec/lab (# of hours): 22
Lab (# of hours):
Total course hours: 33

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Introduction to Microsoft Outlook

Course Description:

Introductory course to using Microsoft's Outlook application as a tool to send and receive e-mail, organize schedules and events, maintain contacts lists, to-do lists, and notes. The material covered in this course teaches the necessary skills that are required in those business environments that use Outlook.

Type of Course: Career Technical Preparatory

Is this class challengeable?

Yes

Can this course be repeated for credit in a degree?

No

Is general education certification being sought at this time?

No

Does this course map to any general education outcome(s)?

No

Is this course part of an AAS or related certificate of completion?

Yes

Name of degree(s) and/or certificate(s): Business AAS & Certificate, Administrative Office Professional AAS Degree, Administrative Office Assistant Certificate, Administrative Office Assistant Training Certificate

Are there prerequisites to this course?

No

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

No

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

✓ **Spring**

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. demonstrate the ability to use e-mail within MS Outlook by sending, opening, printing, forwarding, replying to, and deleting messages;
2. demonstrate the ability to manage and customize e-mail and add attachments within MS Outlook;
3. demonstrate the ability to utilize the MS Outlook calendar to schedule and edit appointments and meetings;
4. demonstrate the ability to manage contacts, as well as the ability to utilize contacts for basic office tasks within MS Outlook;
5. create and assign tasks and notes within MS Outlook to aid in the process of task completion and storing information within the office environment;
6. demonstrate the ability to manually and automatically archive MS Outlook items for use in transferring data and backing up MS Outlook data, and utilize the Mailbox Cleanup Tool.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Introduction to Outlook.
2. Email basics.
3. Advanced e-mail tools.
4. Managing mail with folders.
5. Contact basics.
6. Advanced contact management.
7. Calendar basics.
8. Managing meetings.
9. Managing tasks.
10. Outlook file management.

Does the content of this class relate to job skills in any of the following areas:

- | | |
|--------------------------------------|-----------|
| 1. Increased energy efficiency | No |
| 2. Produce renewable energy | No |
| 3. Prevent environmental degradation | No |
| 4. Clean up natural environment | No |
| 5. Supports green services | No |

Percent of course: 0%

First term to be offered:

Next available term after approval

:

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Education, Human Services & Criminal Justice

Submitter

First Name: Ida
Last Name: Flippo
Phone: 3363
Email: iflipp

Course Prefix and Number: CJA - 110

Credits: 3

Contact hours

Lecture (# of hours): 33
Lec/lab (# of hours):
Lab (# of hours):
Total course hours: 33

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Introduction to Law Enforcement

Course Description:

Explores theories, philosophies, and concepts of American law enforcement. This course also examines the history of law enforcement, specific components of the system, public safety responses, and the professionals charged with peace keeping.

Type of Course: Lower Division Collegiate

Is this class challengeable?

Yes

Can this course be repeated for credit in a degree?

No

Is general education certification being sought at this time?

No

Does this course map to any general education outcome(s)?

No

Is this course part of an AAS or related certificate of completion?

Yes

Name of degree(s) and/or certificate(s): Criminal Justice AAS

Are there prerequisites to this course?

No

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

No

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

Yes

Have you talked with a librarian regarding that impact?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

✓ **Fall**

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. describe the development of American law enforcement from a historical context;
2. explain the functions of law enforcement within the criminal justice system;
3. describe the organizational structure and operation of modern law enforcement agencies;
4. define and analyze ethical issues in law enforcement;
5. analyze the subculture, personalities and stress within the law enforcement field, especially as these concepts relate to career satisfaction and longevity;
6. identify current law enforcement trends and future policies.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. The history of law enforcement.
2. Overview of law enforcement systems.
3. The organization of a modern law enforcement agency.
4. Law enforcement professionals.
5. Criminal justice ethics, discretion and corruption.
6. Law enforcement culture, personalities and stress.
7. Police operations and responses.
8. Law, crime and justice in America.
9. Investigations, technology and forensics.
10. Past, present and future law enforcement responses and strategies.

Does the content of this class relate to job skills in any of the following areas:

- | | |
|--------------------------------------|-----------|
| 1. Increased energy efficiency | No |
| 2. Produce renewable energy | No |
| 3. Prevent environmental degradation | No |
| 4. Clean up natural environment | No |
| 5. Supports green services | No |

Percent of course: 0%

Section #2 Course Transferability

Concern over students taking many courses that do not have a high transfer value has led to increasing attention to the transferability of LDC courses. The state currently requires us to certify that at least one OUS school will accept a new LDC course in transfer. Faculty should communicate with colleagues at one or more OUS schools to ascertain how the course will transfer by answering these questions.

1. Is there an equivalent lower division course at the University?
2. Will a department accept the course for its major or minor requirements?
3. Will the course be accepted as part of the University's distribution requirements?

If a course transfers as an elective only, it may still be accepted or approved as an LDC course, depending on the nature of the course, though it will likely not be eligible for Gen Ed status.

Which OUS schools will the course transfer to? (Check all that apply)

- PSU (Portland State University)**
- SOU (Southern Oregon University)**
- WOU (Western Oregon University)**

Identify comparable course(s) at OUS school(s)

PSU:CCJ 230, SOU:CCJ 241, WOU:CJ 213

How does it transfer? (Check all that apply)

- required or support for major**

:

First term to be offered:

Next available term after approval

:

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Education, Human Services & Criminal Justice

Submitter

First Name: Ida
Last Name: Flippo
Phone: 3363
Email: iflipp

Course Prefix and Number: CJA - 200

Credits: 3

Contact hours

Lecture (# of hours): 33
Lec/lab (# of hours):
Lab (# of hours):
Total course hours: 33

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Community Policing

Course Description:

Examines interrelationships and role expectations of agencies and public policy. Explores racial and community tension, bias-based policing, community policing, police misconduct, evidence-based policing and best practices in law enforcement.

Type of Course: Lower Division Collegiate

Is this class challengeable?

Yes

Can this course be repeated for credit in a degree?

No

Is general education certification being sought at this time?

No

Does this course map to any general education outcome(s)?

No

Is this course part of an AAS or related certificate of completion?

Yes

Name of degree(s) and/or certificate(s): Criminal Justice AAS

Are there prerequisites to this course?

Yes

Pre-reqs: CJA-110 with a C or better

Have you consulted with the appropriate chair if the pre-req is in another program?

No

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

No

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

Yes

Have you talked with a librarian regarding that impact?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

✓ **Spring**

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. discuss the pillars of 21st century policing;
2. describe concepts associated with community policing;
3. describe problem-oriented policing and associated strategies;
4. discuss the importance of police/community relations and the impact of police misconduct on community trust;
5. investigate the role of the media and the impact of news on community perception.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Community policing.
2. Police misconduct, accountability and transparency.
3. Best practices in community policing.
4. Police roles and discretion.
5. Explicit and implicit bias and policing.
6. Case studies of community policing efforts.
7. Pillars of 21st century policing.

Does the content of this class relate to job skills in any of the following areas:

- | | |
|--------------------------------------|-----------|
| 1. Increased energy efficiency | No |
| 2. Produce renewable energy | No |
| 3. Prevent environmental degradation | No |
| 4. Clean up natural environment | No |
| 5. Supports green services | No |

Percent of course: 0%

Section #2 Course Transferability

Concern over students taking many courses that do not have a high transfer value has led to increasing attention to the transferability of LDC courses. The state currently requires us to certify that at least one OUS school will accept a new LDC course in transfer. Faculty should communicate with colleagues at one or more OUS schools to ascertain how the course will transfer by answering these questions.

1. Is there an equivalent lower division course at the University?
2. Will a department accept the course for its major or minor requirements?
3. Will the course be accepted as part of the University's distribution requirements?

If a course transfers as an elective only, it may still be accepted or approved as an LDC course, depending on the nature of the course, though it will likely not be eligible for Gen Ed status.

Which OUS schools will the course transfer to? (Check all that apply)

- PSU (Portland State University)**
- SOU (Southern Oregon University)**
- WOU (Western Oregon University)**

Identify comparable course(s) at OUS school(s)

PSU/SOU: Lower division elective/transfer; WOU: CJ 331

How does it transfer? (Check all that apply)

- required or support for major**
- general elective**
- :

First term to be offered:

Next available term after approval

:

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Education, Human Services & Criminal Justice

Submitter

First Name: Sharron
Last Name: Furno
Phone: 6224
Email: sharron.furno

Course Prefix and Number: CJA - 210

Credits: 3

Contact hours

Lecture (# of hours): 33
Lec/lab (# of hours):
Lab (# of hours):
Total course hours: 33

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Criminal Investigation I

Course Description:

Introduces the history, theory and principles of criminal investigation in the criminal justice system. Describes crime scene investigation and courtroom aspects of crime scenes including interviews, evidence, follow-up, case preparation, and investigative techniques.

Type of Course: Lower Division Collegiate

Is this class challengeable?

Yes

Can this course be repeated for credit in a degree?

No

Is general education certification being sought at this time?

No

Does this course map to any general education outcome(s)?

No

Is this course part of an AAS or related certificate of completion?

Yes

Name of degree(s) and/or certificate(s): Criminal Justice AAS

Are there prerequisites to this course?

Yes

Pre-reqs: CJA-110 with a C or better

Have you consulted with the appropriate chair if the pre-req is in another program?

No

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

No

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

Yes

Have you talked with a librarian regarding that impact?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

✓ **Fall**

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. examine the basic investigative processes and the sequential order in which they should be employed;
2. analyze laws of evidence;
3. explain the various aspects of crime scene documentation;
4. interpret the importance of accurate and proper recording and reporting techniques as they relate to the criminal investigation process.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Introduction to investigations.
2. Crime scene photography.
3. Crime scene diagramming.
4. Search and seizure.
5. Interviewing victims, witnesses and suspects.

Does the content of this class relate to job skills in any of the following areas:

- | | |
|--------------------------------------|-----------|
| 1. Increased energy efficiency | No |
| 2. Produce renewable energy | No |
| 3. Prevent environmental degradation | No |
| 4. Clean up natural environment | No |
| 5. Supports green services | No |

Percent of course: 0%

Section #2 Course Transferability

Concern over students taking many courses that do not have a high transfer value has led to increasing attention to the transferability of LDC courses. The state currently requires us to certify that at least one OUS school will accept a new LDC course in transfer. Faculty should communicate with colleagues at one or more OUS schools to ascertain how the course will transfer by answering these questions.

1. Is there an equivalent lower division course at the University?
2. Will a department accept the course for its major or minor requirements?
3. Will the course be accepted as part of the University's distribution requirements?

If a course transfers as an elective only, it may still be accepted or approved as an LDC course, depending on the nature of the course, though it will likely not be eligible for Gen Ed status.

Which OUS schools will the course transfer to? (Check all that apply)

- PSU (Portland State University)**
- SOU (Southern Oregon University)**
- WOU (Western Oregon University)**

Identify comparable course(s) at OUS school(s)

SOU CJ261, WOU/PSU lower division transfer/elective

How does it transfer? (Check all that apply)

- required or support for major**
- general elective**

:

First term to be offered:

Next available term after approval

:

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Education, Human Services & Criminal Justice

Submitter

First Name: Ida
Last Name: Flippo
Phone: 3363
Email: iflipp

Course Prefix and Number: CJA - 214

Credits: 3

Contact hours

Lecture (# of hours): 33
Lec/lab (# of hours):
Lab (# of hours):
Total course hours: 33

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Intimate Partner Violence

Course Description:

This course will analyze the historical, social, legal, and psychological aspects of Intimate Partner Violence. Includes definitions of the problem, demographics, survivors, perpetrators, children who witness, strategies and tactics of abuse and survival, and core strategies for legal intervention.

Type of Course: Lower Division Collegiate

Is this class challengeable?

No

Can this course be repeated for credit in a degree?

No

Is general education certification being sought at this time?

No

Does this course map to any general education outcome(s)?

Yes

Check which General Education requirement:

Social Science

Is this course part of an AAS or related certificate of completion?

Yes

Name of degree(s) and/or certificate(s): Criminal Justice AAS and Corrections AAS degrees

Are there prerequisites to this course?

No

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

No

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: No

When do you plan to offer this course?

✓ **Fall**

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. analyze the historical, cultural and social research regarding Intimate Partner Violence (IPV);
 2. demonstrate familiarity with the theories related to family violence;
 3. examine the effects of IPV within diverse populations;
 4. identify the psychological impact of IPV on adults and children;
 5. analyze and discuss the Oregon State Statutes utilized in the prosecution of IPV;
 6. describe the basic roles and responsibilities of law enforcement and advocates as it relates to IPV.
-

COURSE OUTLINE MAPPING CHART

Mark outcomes addressed by the course:

- Mark "C" if this course completely addresses the outcome. Students who successfully complete this course are likely to have attained this learning outcome.
- Mark "S" if this course substantially addresses the outcome. More than one course is required for the outcome to be completely addressed. Students who successfully complete all of the required courses are likely to have attained this learning outcome.
- Mark "P" if this course partially addresses the outcome. Students will have been exposed to the outcome as part of the class, but the class is not a primary means for attaining the outcome and assessment for general education purposes may not be necessary.

As a result of completing the AAOT/ASOT general education requirements, students will be able to:**WR: Writing Outcomes**

1. Read actively, think critically, and write purposefully and capably for academic and, in some cases, professional audiences.
2. Locate, evaluate, and ethically utilize information to communicate effectively.
3. Demonstrate appropriate reasoning in response to complex issues.

SP: Speech/Oral Communication Outcomes

1. Engage in ethical communication processes that accomplish goals.
2. Respond to the needs of diverse audiences and contexts.
3. Build and manage relationships.

MA: Mathematics Outcomes:

1. Use appropriate mathematics to solve problems.
2. Recognize which mathematical concepts are applicable to a scenario, apply appropriate mathematics and technology in its analysis, and then accurately interpret, validate, and communicate the results.

AL: Arts and Letters Outcomes

1. Interpret and engage in the Arts & Letters, making use of the creative process to enrich the quality of life.
2. Critically analyze values and ethics within range of human experience and expression to engage more fully in local and global issues.

SS: Social Science Outcomes

- P**
1. Apply analytical skills to social phenomena in order to understand human behavior.
 2. Apply knowledge and experience to foster personal growth and better appreciate the diverse social world in which we live.

SC: Science or Computer Science Outcomes

1. Gather, comprehend, and communicate scientific and technical information in order to explore ideas, models, and solutions and generate further questions.
2. Apply scientific and technical modes of inquiry, individually, and collaboratively, to critically examine the influence of scientific and technical knowledge on human society and the environment.
3. Assess the strengths and weaknesses of scientific studies and critically examine the influence of scientific and technical knowledge on human society and the environment.

Outcomes Assessment Strategies:

:

Major Topic Outline:

1. History and overview of IPV.
2. Gender roles: privilege and socialization.
3. Nature of the threat; dynamics of power and control.
4. Child, teen, male, gay and lesbian victims of IPV.
5. Abuse of the elderly.
6. Strangulation in IPV cases.
7. Substance abuse and IPV.
8. Sensitivity and competence response to victims of IPV.
9. Shelters and community resources.
10. Oregon State Statutes pertaining to IPV.
11. Role of law enforcement and the court system.
12. Coordinated community response to IPV.

Does the content of this class relate to job skills in any of the following areas:

1. Increased energy efficiency **No**
2. Produce renewable energy **No**

- 3. Prevent environmental degradation **No**
- 4. Clean up natural environment **No**
- 5. Supports green services **No**

Percent of course: 0%

Section #2 Course Transferability

Concern over students taking many courses that do not have a high transfer value has led to increasing attention to the transferability of LDC courses. The state currently requires us to certify that at least one OUS school will accept a new LDC course in transfer. Faculty should communicate with colleagues at one or more OUS schools to ascertain how the course will transfer by answering these questions.

1. Is there an equivalent lower division course at the University?
2. Will a department accept the course for its major or minor requirements?
3. Will the course be accepted as part of the University's distribution requirements?

If a course transfers as an elective only, it may still be accepted or approved as an LDC course, depending on the nature of the course, though it will likely not be eligible for Gen Ed status.

Which OUS schools will the course transfer to? (Check all that apply)

- PSU (Portland State University)**
- SOU (Southern Oregon University)**
- WOU (Western Oregon University)**

Identify comparable course(s) at OUS school(s)

How does it transfer? (Check all that apply)

- general elective**
- :

Provide evidence of transferability: (minimum one, more preferred)

- Correspondence with receiving institution (mail, fax, email, etc.)**

First term to be offered:

Next available term after approval

:

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Education, Human Services & Criminal Justice

Submitter

First Name: Scott
Last Name: Healy
Phone: 3693
Email: scotth

Course Prefix and Number: CJA - 222

Credits: 3

Contact hours

Lecture (# of hours): 33
Lec/lab (# of hours):
Lab (# of hours):
Total course hours: 33

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Procedural Law

Course Description:

This course discusses the constitutional and statutory provisions related to arrest, search and seizure. The course includes use of deadly force, admissions, interrogations, plain view limitations, law of stop and frisk, and officer testimony.

Type of Course: Lower Division Collegiate

Is this class challengeable?

Yes

Can this course be repeated for credit in a degree?

No

Is general education certification being sought at this time?

No

Does this course map to any general education outcome(s)?

Yes

Check which General Education requirement:

Writing

Is this course part of an AAS or related certificate of completion?

Yes

Name of degree(s) and/or certificate(s): Criminal Justice AAS

Are there prerequisites to this course?

Yes

Pre-reqs: CJA-122 with a C or better

Have you consulted with the appropriate chair if the pre-req is in another program?

No

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

No

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

Yes

Have you talked with a librarian regarding that impact?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

✓ Winter

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. determine appropriate criminal charges;
2. identify constitutionally valid legal issues;
3. research important court decisions impacting law enforcement;
4. discuss the 4th Amendment rights concerning freedom from unreasonable searches and seizures;
5. identify the purpose and content of the 5th Amendment right to remain silent and due process of law;
6. discuss the 6th Amendment right to counsel, and public and speedy administration of justice and due process of law;
7. analyze the merits and value of the 8th Amendment in regard to excessive bail, fines, and cruel and unusual punishment.

COURSE OUTLINE MAPPING CHART

Mark outcomes addressed by the course:

- Mark "C" if this course completely addresses the outcome. Students who successfully complete this course are likely to have attained this learning outcome.
- Mark "S" if this course substantially addresses the outcome. More than one course is required for the outcome to be completely addressed. Students who successfully complete all of the required courses are likely to have attained this learning outcome.
- Mark "P" if this course partially addresses the outcome. Students will have been exposed to the outcome as part of the class, but the class is not a primary means for attaining the outcome and assessment for general education purposes may not be necessary.

As a result of completing the AAOT/ASOT general education requirements, students will be able to:**WR: Writing Outcomes**

1. Read actively, think critically, and write purposefully and capably for academic and, in some cases, professional audiences.
 2. Locate, evaluate, and ethically utilize information to communicate effectively.
- P** 3. Demonstrate appropriate reasoning in response to complex issues.

SP: Speech/Oral Communication Outcomes

1. Engage in ethical communication processes that accomplish goals.
2. Respond to the needs of diverse audiences and contexts.
3. Build and manage relationships.

MA: Mathematics Outcomes:

1. Use appropriate mathematics to solve problems.
2. Recognize which mathematical concepts are applicable to a scenario, apply appropriate mathematics and technology in its analysis, and then accurately interpret, validate, and communicate the results.

AL: Arts and Letters Outcomes

1. Interpret and engage in the Arts & Letters, making use of the creative process to enrich the quality of life.
2. Critically analyze values and ethics within range of human experience and expression to engage more fully in local and global issues.

SS: Social Science Outcomes

1. Apply analytical skills to social phenomena in order to understand human behavior.
2. Apply knowledge and experience to foster personal growth and better appreciate the diverse social world in which we live.

SC: Science or Computer Science Outcomes

1. Gather, comprehend, and communicate scientific and technical information in order to explore ideas, models, and solutions and generate further questions.
2. Apply scientific and technical modes of inquiry, individually, and collaboratively, to critically examine the influence of scientific and technical knowledge on human society and the environment.
3. Assess the strengths and weaknesses of scientific studies and critically examine the influence of scientific and technical knowledge on human society and the environment.

Outcomes Assessment Strategies:

:

Major Topic Outline:

1. The right of the people to be secure in their persons, houses, papers and effects
2. The right of the individual to remain silent, double jeopardy, due process and capitol and infamous crimes and their administration
3. The right of the accused to have a fair, public and speedy trial, to confront the witnesses against and have the assistance of an attorney during the trial process
4. The role of bail, fines, punishment and sentencing

Does the content of this class relate to job skills in any of the following areas:

- | | |
|--------------------------------------|-----------|
| 1. Increased energy efficiency | No |
| 2. Produce renewable energy | No |
| 3. Prevent environmental degradation | No |
| 4. Clean up natural environment | No |
| 5. Supports green services | No |

Percent of course: 0%

Section #2 Course Transferability

Concern over students taking many courses that do not have a high transfer value has led to increasing attention to the transferability of LDC courses. The state currently requires us to certify that at least one OUS school will accept a new LDC course in transfer. Faculty should communicate with colleagues at one or more OUS schools to ascertain how the course will transfer by answering these questions.

1. Is there an equivalent lower division course at the University?
2. Will a department accept the course for its major or minor requirements?
3. Will the course be accepted as part of the University's distribution requirements?

If a course transfers as an elective only, it may still be accepted or approved as an LDC course, depending on the nature of the course, though it will likely not be eligible for Gen Ed status.

Which OUS schools will the course transfer to? (Check all that apply)

- PSU (Portland State University)**
- SOU (Southern Oregon University)**
- WOU (Western Oregon University)**

Identify comparable course(s) at OUS school(s)

How does it transfer? (Check all that apply)

- required or support for major**

:

Provide evidence of transferability: (minimum one, more preferred)

- Correspondence with receiving institution (mail, fax, email, etc.)**

First term to be offered:

Specify term: Winter 2019

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Education, Human Services & Criminal Justice

Submitter

First Name: Ida
Last Name: Flippo
Phone: 3363
Email: iflipp

Course Prefix and Number: CJA - 280

Credits: 6

Contact hours

Lecture (# of hours):
Lec/lab (# of hours):
Lab (# of hours): 216
Total course hours: 216

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Criminal Justice/Corrections/CWE

Course Description:

Cooperative work experience. Supervised experience in criminal justice, corrections, juvenile corrections, or related occupations. Variable Credit: 2-6 credits. May be repeated for up to 6 credits. Required: Student Petition.

Type of Course: Lower Division Collegiate

Is this class challengeable?

No

Can this course be repeated for credit in a degree?

Yes

Up to how many credits can this course be repeated to satisfy a degree requirement? 6

Is general education certification being sought at this time?

No

Does this course map to any general education outcome(s)?

No

Is this course part of an AAS or related certificate of completion?

Yes

Name of degree(s) and/or certificate(s): Criminal Justice AAS

Are there prerequisites to this course?

Yes

Pre-reqs: CJA-170

Have you consulted with the appropriate chair if the pre-req is in another program?

No

Are there corequisites to this course?

Yes

Co-reqs: CWE-281

Are there any requirements or recommendations for students taken this course?

Yes

Recommendations:

Requirements: Student Petition

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

Yes

Have you talked with a librarian regarding that impact?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

✓ Summer

✓ Fall

✓ Winter

✓ Spring

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. apply academic knowledge, skills, and abilities to a work environment specific to their program of study;
2. demonstrate appropriate work habits (time management, interpersonal relationships, attendance, professional appearance, and problem solving) for their work environment;
3. apply career management strategies such as interviewing, resume writing, networking, and portfolio development.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. How to develop an agreed upon work plan.
2. Creating goals and objectives to be achieved.
3. Execution of good work ethics: showing up for work on time, proper work attire, task performance to satisfactory levels, getting along well with supervisors and co-workers.
4. Final performance assessment.

Does the content of this class relate to job skills in any of the following areas:

1. Increased energy efficiency **No**
2. Produce renewable energy **No**
3. Prevent environmental degradation **No**

- 4. Clean up natural environment **No**
- 5. Supports green services **No**

Percent of course: 0%

Section #2 Course Transferability

Concern over students taking many courses that do not have a high transfer value has led to increasing attention to the transferability of LDC courses. The state currently requires us to certify that at least one OUS school will accept a new LDC course in transfer. Faculty should communicate with colleagues at one or more OUS schools to ascertain how the course will transfer by answering these questions.

1. Is there an equivalent lower division course at the University?
2. Will a department accept the course for its major or minor requirements?
3. Will the course be accepted as part of the University's distribution requirements?

If a course transfers as an elective only, it may still be accepted or approved as an LDC course, depending on the nature of the course, though it will likely not be eligible for Gen Ed status.

Which OUS schools will the course transfer to? (Check all that apply)

- PSU (Portland State University)**
- SOU (Southern Oregon University)**
- WOU (Western Oregon University)**

Identify comparable course(s) at OUS school(s)

PSU, SOU and WOU: Lower Division Transfer/elective

How does it transfer? (Check all that apply)

- required or support for major**
- general elective**

:

First term to be offered:

Next available term after approval

:

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Education, Human Services & Criminal Justice

Submitter

First Name: Ida
Last Name: Flippo
Phone: 3363
Email: iflipp

Course Prefix and Number: CJA - 281

Credits: 6

Contact hours

Lecture (# of hours):
Lec/lab (# of hours):
Lab (# of hours): 216
Total course hours: 216

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Criminal Justice/Corrections/CWE

Course Description:

Cooperative work experience. Supervised experience in criminal justice, corrections, juvenile corrections, or related occupations. Variable Credit: 2-6 credits. May be repeated for up to 6 credits. Required: Student Petition.

Type of Course: Lower Division Collegiate

Is this class challengeable?

No

Can this course be repeated for credit in a degree?

Yes

Up to how many credits can this course be repeated to satisfy a degree requirement? 6

Is general education certification being sought at this time?

No

Does this course map to any general education outcome(s)?

No

Is this course part of an AAS or related certificate of completion?

Yes

Name of degree(s) and/or certificate(s): Criminal Justice AAS

Are there prerequisites to this course?

Yes

Pre-reqs: CJA-170 and CJA-280

Have you consulted with the appropriate chair if the pre-req is in another program?

No

Are there corequisites to this course?

Yes

Co-reqs: CWE-281

Are there any requirements or recommendations for students taken this course?

Yes

Recommendations:

Requirements: Student Petition

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

Yes

Have you talked with a librarian regarding that impact?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

✓ Summer

✓ Fall

✓ Winter

✓ Spring

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. apply academic knowledge, skills, and abilities to a work environment specific to their program of study;
2. demonstrate appropriate work habits (time management, interpersonal relationships, attendance, professional appearance, and problem solving) for their work environment;
3. apply career management strategies such as interviewing, resume writing, networking, and portfolio development.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. How to develop an agreed upon work plan, building on the one used for CJA 280.
2. Creating new goals and objectives to be achieved.
3. Review of execution of good work ethics: showing up for work on time, proper work attire, task performance to satisfactory levels, getting along well with supervisors and co-workers.
4. Final performance assessment.

Does the content of this class relate to job skills in any of the following areas:

1. Increased energy efficiency **No**
2. Produce renewable energy **No**
3. Prevent environmental degradation **No**

- 4. Clean up natural environment **No**
- 5. Supports green services **No**

Percent of course: 0%

Section #2 Course Transferability

Concern over students taking many courses that do not have a high transfer value has led to increasing attention to the transferability of LDC courses. The state currently requires us to certify that at least one OUS school will accept a new LDC course in transfer. Faculty should communicate with colleagues at one or more OUS schools to ascertain how the course will transfer by answering these questions.

1. Is there an equivalent lower division course at the University?
2. Will a department accept the course for its major or minor requirements?
3. Will the course be accepted as part of the University's distribution requirements?

If a course transfers as an elective only, it may still be accepted or approved as an LDC course, depending on the nature of the course, though it will likely not be eligible for Gen Ed status.

Which OUS schools will the course transfer to? (Check all that apply)

- PSU (Portland State University)**
- SOU (Southern Oregon University)**
- WOU (Western Oregon University)**

Identify comparable course(s) at OUS school(s)

PSU, SOU and WOU: Lower Division Transfer/elective

How does it transfer? (Check all that apply)

- required or support for major**
- general elective**

:

First term to be offered:

Next available term after approval

:

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Health Sciences: Allied Health

Submitter

First Name: Helen
Last Name: Wand
Phone: 0694
Email: helenw

Course Prefix and Number: CLA - 115

Credits: 2

Contact hours

Lecture (# of hours): 22
Lec/lab (# of hours):
Lab (# of hours):
Total course hours: 22

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Laboratory Administrative Skills

Course Description:

Designed for the laboratory assistant employed in any healthcare facility, most applicable to physician's office laboratory, instructing them in laboratory coding, billing and insurance practices, and other administrative duties, with emphasis on patient test management and professionalism. This course also covers vital signs as required by NAACLS. Required: Student Petition.

Type of Course: Career Technical Preparatory

Is this class challengeable?

No

Can this course be repeated for credit in a degree?

No

Is general education certification being sought at this time?

No

Does this course map to any general education outcome(s)?

No

Is this course part of an AAS or related certificate of completion?

Yes

Name of degree(s) and/or certificate(s): Clinical Laboratory Assitant Certificate

Are there prerequisites to this course?

No

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

Yes

Recommendations:

Requirements: Student Petition

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

Yes

Have you talked with a librarian regarding that impact?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F Only

Audit: Yes

When do you plan to offer this course?

✓ **Winter**

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. perform laboratory coding practices and other front office duties within the clinical laboratory assistant scope of practice emphasizing professional behaviors;
2. discuss and demonstrate back office duties, such as electrocardiograms, vital signs, and other related tasks within a clinical laboratory assistant's scope of practice;
3. explain quality assurance and legal issues involving personnel performing laboratory testing, documentation, and reporting procedures;
4. discuss the importance of verbal and written communication, including communicating with special needs patients;
5. produce a working resume.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Professionalism
2. Communication
 - a. Special needs patients
 - b. Telephone etiquette
3. Types, costs, and regulation of health care
4. CPT and ICD10 codes
5. Customer satisfaction
6. Vital signs
7. EKGs

Does the content of this class relate to job skills in any of the following areas:

- | | |
|--------------------------------------|-----------|
| 1. Increased energy efficiency | No |
| 2. Produce renewable energy | No |
| 3. Prevent environmental degradation | No |
| 4. Clean up natural environment | No |
| 5. Supports green services | No |

Percent of course: 0%

First term to be offered:

Next available term after approval

:

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Communication Studies

Submitter

First Name: Alice

Last Name: Lewis

Phone: 3156

Email: alicel

Course Prefix and Number: COMM - 111

Credits: 4

Contact hours

Lecture (# of hours): 44

Lec/lab (# of hours):

Lab (# of hours):

Total course hours: 44

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Public Speaking

Course Description:

Practice in organization, research and delivery of a variety of speeches.

Type of Course: Lower Division Collegiate

Is this class challengeable?

Yes

Can this course be repeated for credit in a degree?

No

Is general education certification being sought at this time?

Yes

Check which General Education requirement:

Oral Communication

Is this course part of an AAS or related certificate of completion?

No

Are there prerequisites to this course?

Yes

Pre-reqs: WRD-098 or placement in WR-121

Have you consulted with the appropriate chair if the pre-req is in another program?

No

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

No

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

Yes

Have you talked with a librarian regarding that impact?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

- ✓ Summer
- ✓ Fall
- ✓ Winter
- ✓ Spring

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. identify the qualities of both an ethical speaker and ethical listener; (SP1)
 2. identify and discuss characteristics and influences of audience analysis on the speech-making process; (SP1) (SP2) (SP3)
 3. focus, outline and organize oral messages for delivery to a variety of audiences, using such forms as introductory, informative, and others; (SP1) (SP2) (SP3)
 4. research, differentiate, and select credible sources to support oral messages; (SP1)
 5. discuss and effectively prepare different types of audio-visual supporting materials, including presentational software;(SP1) (SP2)
 6. describe and use strategies to combat speaker anxiety;
 7. discuss and demonstrate appropriate verbal and nonverbal messages for relating to a given audience. (SP1) (SP2) (SP3)
-

COURSE OUTLINE MAPPING CHART

Mark outcomes addressed by the course:

- Mark "C" if this course completely addresses the outcome. Students who successfully complete this course are likely to have attained this learning outcome.
- Mark "S" if this course substantially addresses the outcome. More than one course is required for the outcome to be completely addressed. Students who successfully complete all of the required courses are likely to have attained this learning outcome.
- Mark "P" if this course partially addresses the outcome. Students will have been exposed to the outcome as part of the class, but the class is not a primary means for attaining the outcome and assessment for general education purposes may not be necessary.

As a result of completing the AAOT/ASOT general education requirements, students will be able to:**WR: Writing Outcomes**

1. Read actively, think critically, and write purposefully and capably for academic and, in some cases, professional audiences.
2. Locate, evaluate, and ethically utilize information to communicate effectively.
3. Demonstrate appropriate reasoning in response to complex issues.

SP: Speech/Oral Communication Outcomes

- C** 1. Engage in ethical communication processes that accomplish goals.
- C** 2. Respond to the needs of diverse audiences and contexts.
- C** 3. Build and manage relationships.

MA: Mathematics Outcomes:

1. Use appropriate mathematics to solve problems.
2. Recognize which mathematical concepts are applicable to a scenario, apply appropriate mathematics and technology in its analysis, and then accurately interpret, validate, and communicate the results.

AL: Arts and Letters Outcomes

1. Interpret and engage in the Arts & Letters, making use of the creative process to enrich the quality of life.
2. Critically analyze values and ethics within range of human experience and expression to engage more fully in local and global issues.

SS: Social Science Outcomes

1. Apply analytical skills to social phenomena in order to understand human behavior.
2. Apply knowledge and experience to foster personal growth and better appreciate the diverse social world in which we live.

SC: Science or Computer Science Outcomes

1. Gather, comprehend, and communicate scientific and technical information in order to explore ideas, models, and solutions and generate further questions.
2. Apply scientific and technical modes of inquiry, individually, and collaboratively, to critically examine the influence of scientific and technical knowledge on human society and the environment.
3. Assess the strengths and weaknesses of scientific studies and critically examine the influence of scientific and technical knowledge on human society and the environment.

Outcomes Assessment Strategies:

- ✓ **General Examination**
- ✓ **Presentations**
- ✓ **Criteria**
- ✓ **Rubrics**
- ✓ **Writing Assignments**
- ✓ **Multiple Choice Test**
- ✓ **Pre-Post Assessment**

Major Topic Outline:

1. Sender-Message-Channel-Receiver process.
2. Ethical speaking and listening practices.
3. Audience analysis and message adaption.
4. Topic selection.
5. Verbal and nonverbal delivery techniques.
6. Delivery of a variety of speech genres.
7. Visual aids.
8. Speech organization and outlining.
9. Research and use of credible library and/or internet sources.
10. Speaker anxiety.

Does the content of this class relate to job skills in any of the following areas:

1. Increased energy efficiency **No**
2. Produce renewable energy **No**
3. Prevent environmental degradation **No**

- 4. Clean up natural environment **No**
- 5. Supports green services **No**

Percent of course: 0%

Section #2 Course Transferability

Concern over students taking many courses that do not have a high transfer value has led to increasing attention to the transferability of LDC courses. The state currently requires us to certify that at least one OUS school will accept a new LDC course in transfer. Faculty should communicate with colleagues at one or more OUS schools to ascertain how the course will transfer by answering these questions.

1. Is there an equivalent lower division course at the University?
2. Will a department accept the course for its major or minor requirements?
3. Will the course be accepted as part of the University's distribution requirements?

If a course transfers as an elective only, it may still be accepted or approved as an LDC course, depending on the nature of the course, though it will likely not be eligible for Gen Ed status.

Which OUS schools will the course transfer to? (Check all that apply)

- EOU (Eastern Oregon University)
- PSU (Portland State University)
- OIT (Oregon Institute of Technology)
- SOU (Southern Oregon University)
- OSU (Oregon State University)
- UO (University of Oregon)
- OSU-Cascade
- WOU (Western Oregon University)

Identify comparable course(s) at OUS school(s)

SPE111 at OIT
Comm220 at PSU
Comm111 at OSU
Comm210 at WOU and SOU
Counts as Arts and Letters at U of O

How does it transfer? (Check all that apply)

- required or support for major
- general education or distribution requirement
- general elective
- :

Provide evidence of transferability: (minimum one, more preferred)

- Other. Please explain.

Verified information about transferability via the colleges' websites

First term to be offered:

Next available term after approval

:

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Business & Computer Science: Computer Science

Submitter

First Name: Debra
Last Name: Carino
Phone: 3170
Email: dcarino

Course Prefix and Number: CS - 195

Credits: 3

Contact hours

Lecture (# of hours): 33
Lec/lab (# of hours):
Lab (# of hours):
Total course hours: 33

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Flash Web Development

Course Description:

Introduces the technologies and techniques behind creating an interactive, media-rich website using Adobe Flash. Topics include, but are not limited to, using the drawing tools, using the timeline, creating frame-based and tween-based animations, adding interactivity through ActionScript, and incorporating existing graphics, sound, and video files. Students will complete a portfolio of Flash creations throughout the class.

Type of Course: Lower Division Collegiate

Is this class challengeable?

Yes

Can this course be repeated for credit in a degree?

No

Is general education certification being sought at this time?

No

Does this course map to any general education outcome(s)?

Yes

Check which General Education requirement:

- ✓ **Writing**
- ✓ **Arts and Letters**
- ✓ **Science & Computer Science**
- ✓ **Mathematics**

Is this course part of an AAS or related certificate of completion?

Yes

Name of degree(s) and/or certificate(s): Computer Science AAS & Certificate

Are there prerequisites to this course?

Yes

Pre-reqs: CS-125H or equivalent experience

Have you consulted with the appropriate chair if the pre-req is in another program?

No

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

No

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

Yes

Have you talked with a librarian regarding that impact?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

✓ Winter

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. use drawing tools to create custom graphics, logos and text effects;
2. incorporate sound, video, and other drawing objects into Flash movies;
3. maximize efficiency by exploiting symbols, library items and Flash UI Components;
4. add animation and basic interactivity via the use of ActionScript;
5. create optimized, printable, published Flash movies;
6. discuss the limitations of using multimedia technologies on websites and in particular on mobile devices and the importance of the Web Accessibility Initiative in site design.

COURSE OUTLINE MAPPING CHART

Mark outcomes addressed by the course:

- Mark "C" if this course completely addresses the outcome. Students who successfully complete this course are likely to have attained this learning outcome.
- Mark "S" if this course substantially addresses the outcome. More than one course is required for the outcome to be completely addressed. Students who successfully complete all of the required courses are likely to have attained this learning outcome.
- Mark "P" if this course partially addresses the outcome. Students will have been exposed to the outcome as part of the class, but the class is not a primary means for attaining the outcome and assessment for general education purposes may not be necessary.

As a result of completing the AAOT/ASOT general education requirements, students will be able to:**WR: Writing Outcomes**

1. Read actively, think critically, and write purposefully and capably for academic and, in some cases, professional audiences.
- P** 2. Locate, evaluate, and ethically utilize information to communicate effectively.
- P** 3. Demonstrate appropriate reasoning in response to complex issues.

SP: Speech/Oral Communication Outcomes

1. Engage in ethical communication processes that accomplish goals.
2. Respond to the needs of diverse audiences and contexts.
3. Build and manage relationships.

MA: Mathematics Outcomes:

- P** 1. Use appropriate mathematics to solve problems.
2. Recognize which mathematical concepts are applicable to a scenario, apply appropriate mathematics and technology in its analysis, and then accurately interpret, validate, and communicate the results.

AL: Arts and Letters Outcomes

- P** 1. Interpret and engage in the Arts & Letters, making use of the creative process to enrich the quality of life.
2. Critically analyze values and ethics within range of human experience and expression to engage more fully in local and global issues.

SS: Social Science Outcomes

1. Apply analytical skills to social phenomena in order to understand human behavior.
2. Apply knowledge and experience to foster personal growth and better appreciate the diverse social world in which we live.

SC: Science or Computer Science Outcomes

1. Gather, comprehend, and communicate scientific and technical information in order to explore ideas, models, and solutions and generate further questions.
- P** 2. Apply scientific and technical modes of inquiry, individually, and collaboratively, to critically examine the influence of scientific and technical knowledge on human society and the environment.
3. Assess the strengths and weaknesses of scientific studies and critically examine the influence of scientific and technical knowledge on human society and the environment.

Outcomes Assessment Strategies:

:

Major Topic Outline:

1. Learning flash basics.
 - a. The development environment.
 - b. Working with drawing tools, external graphics, and text.
 - c. Grouping and layering.
2. Symbols, the library, and movie clips.
3. Animation techniques.
 - a. Frame-by-frame.
 - b. Tweens.
 - c. The bone tool.
4. Basic interactivity.
 - a. Using actions to control the timeline.
 - b. Creating interactive buttons and templates.
 - c. Introduction to ActionScript.
5. Programming with ActionScript.
 - a. Variables.
 - b. Arrays.
 - c. Objects, properties and methods.
 - d. Loops.

- e. Event handlers.
- f. Using conditional statements.
- 6. Optimizing and publishing flash content.
 - a. Accessibility.
 - b. Preloaders.
 - c. Optimization.
 - d. Creating print-friendly files.

Does the content of this class relate to job skills in any of the following areas:

- | | |
|--------------------------------------|-----------|
| 1. Increased energy efficiency | No |
| 2. Produce renewable energy | No |
| 3. Prevent environmental degradation | No |
| 4. Clean up natural environment | No |
| 5. Supports green services | No |

Percent of course: 0%

Section #2 Course Transferability

Concern over students taking many courses that do not have a high transfer value has led to increasing attention to the transferability of LDC courses. The state currently requires us to certify that at least one OUS school will accept a new LDC course in transfer. Faculty should communicate with colleagues at one or more OUS schools to ascertain how the course will transfer by answering these questions.

- 1. Is there an equivalent lower division course at the University?
- 2. Will a department accept the course for its major or minor requirements?
- 3. Will the course be accepted as part of the University's distribution requirements?

If a course transfers as an elective only, it may still be accepted or approved as an LDC course, depending on the nature of the course, though it will likely not be eligible for Gen Ed status.

Which OUS schools will the course transfer to? (Check all that apply)

Identify comparable course(s) at OUS school(s)

How does it transfer? (Check all that apply)

:

Provide evidence of transferability: (minimum one, more preferred)

First term to be offered:

Next available term after approval

:

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Business & Computer Science: Computer Science

Submitter

First Name: Rick
Last Name: Carino
Phone: 3167
Email: rcarino

Course Prefix and Number: CS - 225

Credits: 3

Contact hours

Lecture (# of hours): 22
Lec/lab (# of hours): 22
Lab (# of hours):
Total course hours: 44

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Computer End User Support

Course Description:

Addresses professional and interpersonal skills needed by technicians who support and manage hardware and software information systems. Customer service skills; troubleshooting; helpdesk operation; product needs analysis, evaluation, purchase, and installation; technical documentation and training.

Type of Course: Lower Division Collegiate

Is this class challengeable?

Yes

Can this course be repeated for credit in a degree?

No

Is general education certification being sought at this time?

No

Does this course map to any general education outcome(s)?

No

Is this course part of an AAS or related certificate of completion?

Yes

Name of degree(s) and/or certificate(s): Computer Science AAS & Certificate

Are there prerequisites to this course?

Yes

Pre-reqs: CS-120 or placement in CS-121 or equivalent experience. WR-098 or placement in WR-101 or WR-121

Have you consulted with the appropriate chair if the pre-req is in another program?
Yes (A "Yes" certifies you have talked with the chair and have received approval.)*

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

No

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

✓ **Fall**

✓ **Spring**

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. identify goals and processes of end-user computing and support;
2. identify personal and transferable skills required in computer support;
3. identify support arenas and modalities in technology;
4. perform simple user needs analysis and assessment;
5. develop a plan for product evaluation and purchasing;
6. explain problem solving strategies and processes;
7. use and explain the purpose of help desk software.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Introduction to end-user computing and computer user support.
2. Learning and teaching.
 - a. Learning styles and modes.
 - b. Issues in training and teaching.
 - c. Preparing a teaching presentation.
3. Communication skills.
 - a. Writing for end-users.
 - b. Customer service communication skills.
4. Product evaluation strategies and standards.
 - a. Evaluating technology products.
 - b. Using tools to make effective product purchases.
5. Troubleshooting computer problems.
 - a. Problem solving.
 - b. Technical resources for troubleshooting.
6. Help Desk Operations.
 - a. Categorizing support problems.
 - b. Support desk software and knowledge-bases.
7. User needs analysis and assessment.
8. Systems analysis and installation.
 - a. Software systems analysis.
 - b. Installing computer systems.
9. Computer facilities management.

Does the content of this class relate to job skills in any of the following areas:

- | | |
|--------------------------------------|----|
| 1. Increased energy efficiency | No |
| 2. Produce renewable energy | No |
| 3. Prevent environmental degradation | No |
| 4. Clean up natural environment | No |
| 5. Supports green services | No |

Percent of course: 0%

Section #2 Course Transferability

Concern over students taking many courses that do not have a high transfer value has led to increasing attention to the transferability of LDC courses. The state currently requires us to certify that at least one OUS school will accept a new LDC course in transfer. Faculty should communicate with colleagues at one or more OUS schools to ascertain how the course will transfer by answering these questions.

1. Is there an equivalent lower division course at the University?
2. Will a department accept the course for its major or minor requirements?
3. Will the course be accepted as part of the University's distribution requirements?

If a course transfers as an elective only, it may still be accepted or approved as an LDC course, depending on the nature of the course, though it will likely not be eligible for Gen Ed status.

Which OUS schools will the course transfer to? (Check all that apply)

Identify comparable course(s) at OUS school(s)

How does it transfer? (Check all that apply)

:

First term to be offered:

Next available term after approval

:

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: WAFE

Submitter

First Name: Shelly
Last Name: Tracy
Phone: 0945
Email: shellyt

Course Prefix and Number: GIS - 236

Credits: 3

Contact hours

Lecture (# of hours):
Lec/lab (# of hours): 66
Lab (# of hours):
Total course hours: 66

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Introduction to Programming for GIS

Course Description:

An introduction to computer programming and Object Orientated Programming (OOP) with the Python language. Covers basic computer programming concepts including data types, loops, control structures, functions, classes, and program development. Use Python for problem solving by creating basic scripts all the way to more advanced object-oriented programs.

Type of Course: Career Technical Preparatory

Is this class challengeable?

Yes

Can this course be repeated for credit in a degree?

No

Is general education certification being sought at this time?

No

Does this course map to any general education outcome(s)?

No

Is this course part of an AAS or related certificate of completion?

Yes

Name of degree(s) and/or certificate(s): CC.GISTECHNOLOGY

Are there prerequisites to this course?

No

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

Yes

Recommendations: GIS-101

Requirements:

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

Yes

Have you talked with a librarian regarding that impact?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

✓ **Not every term**

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. describe how computers and computer programs work;
2. write scripts using the Python programming language;
3. apply Python coding best practices and software development methodology;
4. demonstrate how to design, write, and implement a Python program to solve a given problem.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Basic of computer programming and how to communicate with the computer
2. Data types, variables, expressions, and statements
3. strings
4. Control structures, conditional execution, loops, and iterations
5. Data structures, lists, dictionaries, tuples
6. Reading and writing from files
7. Functions
8. Object-oriented programming. Classes, modules, and site-packages
9. Advanced Python. Comprehensions, decorators, context managers
10. Error handling and logging
11. Network, web, database access and manipulation.

Does the content of this class relate to job skills in any of the following areas:

- | | |
|--------------------------------------|-----------|
| 1. Increased energy efficiency | No |
| 2. Produce renewable energy | No |
| 3. Prevent environmental degradation | No |
| 4. Clean up natural environment | No |
| 5. Supports green services | No |

Percent of course: 0%

First term to be offered:

Next available term after approval

:

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Horticulture

Submitter

First Name: April

Last Name: Chastain

Phone: 3055

Email: april.chastain

Course Prefix and Number: HOR - 224

Credits: 3

Contact hours

Lecture (# of hours): 22

Lec/lab (# of hours): 22

Lab (# of hours):

Total course hours: 44

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Landscape Installation

Course Description:

Materials and practices in landscape installation, including plan reading, materials take-off, estimating, bidding, scheduling, grading, construction materials, and plant installation. Provides an overview of Oregon state landscape contracting and licensing requirements.

Type of Course: Career Technical Preparatory

Is this class challengeable?

Yes

Can this course be repeated for credit in a degree?

No

Is general education certification being sought at this time?

No

Does this course map to any general education outcome(s)?

No

Is this course part of an AAS or related certificate of completion?

Yes

Name of degree(s) and/or certificate(s): Horticulture AAS, Landscape AAS & Certificate

Are there prerequisites to this course?

No

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

Yes

Recommendations: MTH-050

Requirements:

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

✓ **Fall**

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. read and understand landscape blueprint symbols, scale, diagrams and detail drawings;
2. develop takeoff lists including quantity required from blueprints for plants and materials;
3. describe proper soil preparation, techniques and equipment used;
4. plant trees, shrubs and turf correctly;
5. survey the landscape for slope, determine cut or fill requirements and grade landforms;
6. develop a bid proposal for landscape construction using the full take-off method;
7. describe Oregon State landscape contracting and licensing requirements.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Landscape plan reading.
 - a. Plan symbols - construction detail.
 - b. Scale size.
2. Surveying.
 - a. Contour maps.
 - b. Slope.
 - c. Grading.
 - d. Gradients, cuts and fills.
3. Soil drainage.
 - a. Surface drainage.
 - b. Sub-surface drainage.
- c. Types of drainage systems and equipment.
- d. Drainage system installation.
4. Soil preparation.
5. Construction materials.
6. Plant layout and planting methods.
7. Landscape contracting and licensing requirements.
 - a. Estimating and bidding.
 - b. Customer relations.
 - c. State contractor licensing.

Does the content of this class relate to job skills in any of the following areas:

1. Increased energy efficiency **No**

- | | |
|--------------------------------------|-----|
| 2. Produce renewable energy | No |
| 3. Prevent environmental degradation | Yes |
| 4. Clean up natural environment | Yes |
| 5. Supports green services | Yes |

Percent of course: 20%

First term to be offered:

Specify term: Fall 2018

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Manufacturing

Submitter

First Name: Mike
Last Name: Mattson
Phone: 3322
Email: mattsonm

Course Prefix and Number: MFG - 103

Credits: 3

Contact hours

Lecture (# of hours):
Lec/lab (# of hours): 66
Lab (# of hours):
Total course hours: 66

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: **Machining for Fabrication & Maintenance**

Course Description:

This course is an introduction to metal working for welders, fabricators, maintenance personnel and others who need to understand simple machining principles. Students will be introduced to precision measurement with calipers and micrometers. Combination squares, protractor dividers and scribes will be used for semi-precision layout of workpieces in preparation for machining. The elementary use of the drill press, band saw, milling machine and lathe, as well as hand tools, will be practiced during hands-on labs. A discussion of thread systems will include nomenclature, measurement, tapping, chasing and repair.

Type of Course: Career Technical Preparatory

Is this class challengeable?

Yes

Can this course be repeated for credit in a degree?

No

Is general education certification being sought at this time?

No

Does this course map to any general education outcome(s)?

No

Is this course part of an AAS or related certificate of completion?

Yes

Name of degree(s) and/or certificate(s): Welding Technology AAS

Are there prerequisites to this course?

Yes

Pre-reqs: MTH-050

Have you consulted with the appropriate chair if the pre-req is in another program?

No

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

No

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

Yes

Have you talked with a librarian regarding that impact?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

✓ Fall

✓ Spring

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. use precision measuring tools to measure to a tolerances of ± 0.01 ,
2. perform measurements with a ruler to an accuracy of $1/64$ of an inch,
3. perform semi-precision layout of bolt hole circles and patterns, square and angular features with the use of a combination square, scribe, protractor and dividers;
4. determine the limitations of machining operations and identify situations when professional, precision machining is required;
5. safely setup and operate a drill press, vertical and horizontal bandsaw;
6. calculate cutting speeds for high speed steel tooling,
7. properly identify and apply cutting tools for hole-making, turning and milling operations;
8. perform elementary machining operations on a milling machine and lathe including creating keyways, turning, facing and grooving operations;
9. create working sketches of common machine elements to include relevant dimensions,
10. measure and identify screw threads,
11. drill and tap internal threads with the proper cutting tools,
12. chase external threads using threading dies,
13. repair stripped internal threads using threaded inserts.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Safety.
2. Measurement.
 - a. Fractional measurement to $1/32$ of an inch.
 - b. Dial/Digital calipers.
 - c. Reading an outside micrometer.
3. Layout, semi-precision.
 - a. Square and inclined features.
 - b. Working from center lines.
 - c. Bolt-hole patterns.
4. Power Tools.
 - a. Drill motors.

- b. Table saw.
- 5. Machine Tools.
 - a. Horizontal band saw.
 - b. Vertical band saw.
 - c. Drill press.
 - d. Vertical milling machine.
 - e. Engine lathe.
- 6. Hole-making.
 - a. Drills and drilling.
 - b. Sharpening a twist drill.
 - c. Counter sinks and bores, reamers, taper reamer.
- 7. Speed and feed calculations.
- 8. Threads.
 - a. Systems and nomenclature.
 - b. Measurement.
 - c. Tapping and chasing.
 - d. Repair.

Does the content of this class relate to job skills in any of the following areas:

- | | |
|--------------------------------------|------------|
| 1. Increased energy efficiency | Yes |
| 2. Produce renewable energy | No |
| 3. Prevent environmental degradation | Yes |
| 4. Clean up natural environment | No |
| 5. Supports green services | Yes |

Percent of course: 25%

First term to be offered:

Specify term: 2015 Spring

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Manufacturing

Submitter

First Name: Mike
Last Name: Mattson
Phone: 3322
Email: mattsonm

Course Prefix and Number: MFG - 107

Credits: 3

Contact hours

Lecture (# of hours): 33
Lec/lab (# of hours):
Lab (# of hours):
Total course hours: 33

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Industrial Safety & First Aid

Course Description:

This course is designed to provide the student with a basic understanding of safety hazards and first aid in the workplace. Includes eye safety, grinding wheel hazards, electrical/chemical hazards, slips, falls and back injuries. Instruction in first aid, AED and CPR and OSHA 10.

Type of Course: Career Technical Preparatory

Is this class challengeable?

Yes

Can this course be repeated for credit in a degree?

No

Is general education certification being sought at this time?

No

Does this course map to any general education outcome(s)?

No

Is this course part of an AAS or related certificate of completion?

Yes

Name of degree(s) and/or certificate(s): Manufacturing Technology AAS

Are there prerequisites to this course?

No

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

No

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

Yes

Area: Physical Education/Health

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

✓ **Summer**

✓ **Fall**

✓ **Winter**

✓ **Spring**

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. explain basic First Aid fundamentals, including: controlling bleeding, treatment for shock, pressure dressings, care and management of impaled objects as well as head and eye injuries;
2. discuss how to assess the needs of a person who is unresponsive;
3. demonstrate the correct application of CPR;
4. demonstrate rescue breathing and clearing airway obstruction;
5. describe Bloodborne Pathogens (BBP), and describe behaviors that can put workers at risk;
6. demonstrate the proper use of an Automated External Defibrillator (AED).

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. back injury prevention,
2. bloodborne pathogens,
3. confined space entry,
4. elements of ergonomics,
5. emergency preparedness,
6. eye protection,
7. fire extinguishers,
8. hazard communication,
9. hearing conservation,
10. respiratory protection,
11. flammable and combustible storage,
12. hand and power tools,
13. hazardous energy control,
14. safety committees,
15. introduction to occupational safety and health,
16. safety legislation,
17. business laws,
18. introduction to industrial hygiene,
19. fire prevention and protection,
20. managing the safety function,
21. psychology and safety: The human element in loss prevention,
22. managing the safety function,
23. psychology and safety: The human element in loss prevention,
24. workplace violence,

- 25. hazardous materials,
- 26. ladder and scaffold safety,
- 27. electrical safety,
- 28. grinding wheel safety,
- 29. welding safety,
- 30. terrorism preparedness,
- 31. required written programs.

Does the content of this class relate to job skills in any of the following areas:

- | | |
|--------------------------------------|-----------|
| 1. Increased energy efficiency | No |
| 2. Produce renewable energy | No |
| 3. Prevent environmental degradation | No |
| 4. Clean up natural environment | No |
| 5. Supports green services | No |

Percent of course: 0%

First term to be offered:

Next available term after approval

:



Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Theatre

Submitter

First Name: James
Last Name: Eikrem
Phone: 3157
Email: jamese

Course Prefix and Number: TA - 153

Credits: 3

Contact hours

Lecture (# of hours):
Lec/lab (# of hours):
Lab (# of hours): 99
Total course hours: 99

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Theatre Rehearsal & Performance

Course Description:

Training in theatre production through intensive study and rehearsal of scenes and plays for public performance. Variable Credit: 1-3 credits. May be repeated for up to 6 credits. Required: Student Petition.

Type of Course: Lower Division Collegiate

Is this class challengeable?

No

Can this course be repeated for credit in a degree?

Yes

Up to how many credits can this course be repeated to satisfy a degree requirement? 6

Is general education certification being sought at this time?

Yes

Check which General Education requirement:

Arts and Letters

Is this course part of an AAS or related certificate of completion?

No

Are there prerequisites to this course?

No

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

Yes

Recommendations: TA-141 and TA-142, or TA-143; or TA-111 and TA-112, or TA-113

Requirements: Successful audition/interview. Student Petition.

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

Yes

Have you talked with a librarian regarding that impact?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

- ✓ **Fall**
- ✓ **Winter**
- ✓ **Spring**

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. demonstrate the ability to perform a role in the cast or crew to produce the quarterly CCC mainstage theatre production;
 2. demonstrate teamwork, group problem solving, and the ability to take direction, to listen and to observe;
 3. demonstrate proficiency in assigned technical roles to include lighting and sound engineering, stage management, or running crew;
 4. interpret and convey the playwright's ideas and meanings through the live presentation of dramatic literature in performance and technical duties.
-

COURSE OUTLINE MAPPING CHART

Mark outcomes addressed by the course:

- Mark "C" if this course completely addresses the outcome. Students who successfully complete this course are likely to have attained this learning outcome.
- Mark "S" if this course substantially addresses the outcome. More than one course is required for the outcome to be completely addressed. Students who successfully complete all of the required courses are likely to have attained this learning outcome.
- Mark "P" if this course partially addresses the outcome. Students will have been exposed to the outcome as part of the class, but the class is not a primary means for attaining the outcome and assessment for general education purposes may not be necessary.

As a result of completing the AAOT/ASOT general education requirements, students will be able to:**WR: Writing Outcomes**

1. Read actively, think critically, and write purposefully and capably for academic and, in some cases, professional audiences.
2. Locate, evaluate, and ethically utilize information to communicate effectively.
3. Demonstrate appropriate reasoning in response to complex issues.

SP: Speech/Oral Communication Outcomes

- P** 1. Engage in ethical communication processes that accomplish goals.
- P** 2. Respond to the needs of diverse audiences and contexts.
- P** 3. Build and manage relationships.

MA: Mathematics Outcomes:

1. Use appropriate mathematics to solve problems.
2. Recognize which mathematical concepts are applicable to a scenario, apply appropriate mathematics and technology in its analysis, and then accurately interpret, validate, and communicate the results.

AL: Arts and Letters Outcomes

- S** 1. Interpret and engage in the Arts & Letters, making use of the creative process to enrich the quality of life.
- S** 2. Critically analyze values and ethics within range of human experience and expression to engage more fully in local and global issues.

SS: Social Science Outcomes

- P** 1. Apply analytical skills to social phenomena in order to understand human behavior.
- P** 2. Apply knowledge and experience to foster personal growth and better appreciate the diverse social world in which we live.

SC: Science or Computer Science Outcomes

1. Gather, comprehend, and communicate scientific and technical information in order to explore ideas, models, and solutions and generate further questions.
2. Apply scientific and technical modes of inquiry, individually, and collaboratively, to critically examine the influence of scientific and technical knowledge on human society and the environment.
3. Assess the strengths and weaknesses of scientific studies and critically examine the influence of scientific and technical knowledge on human society and the environment.

CL: Cultural Literacy Outcome

1. Identify and analyze complex practices, values, and beliefs and the culturally and historically defined meanings of difference.

Outcomes Assessment Strategies:✓ **Industry Standards**✓ **Criteria**✓ **Performances/Simulation**

:

Major Topic Outline:

1. Audition/interview process
2. Analysis of scripts
3. Roles and responsibilities of onstage performers
4. Roles and responsibilities of technical theatre positions

Does the content of this class relate to job skills in any of the following areas:

- | | |
|--------------------------------------|-----------|
| 1. Increased energy efficiency | No |
| 2. Produce renewable energy | No |
| 3. Prevent environmental degradation | No |
| 4. Clean up natural environment | No |

5. Supports green services **No**

Percent of course: 0%

Section #2 Course Transferability

Concern over students taking many courses that do not have a high transfer value has led to increasing attention to the transferability of LDC courses. The state currently requires us to certify that at least one OUS school will accept a new LDC course in transfer. Faculty should communicate with colleagues at one or more OUS schools to ascertain how the course will transfer by answering these questions.

1. Is there an equivalent lower division course at the University?
2. Will a department accept the course for its major or minor requirements?
3. Will the course be accepted as part of the University's distribution requirements?

If a course transfers as an elective only, it may still be accepted or approved as an LDC course, depending on the nature of the course, though it will likely not be eligible for Gen Ed status.

Which OUS schools will the course transfer to? (Check all that apply)

PSU (Portland State University)

WOU (Western Oregon University)

Identify comparable course(s) at OUS school(s)

PSU counts as TA-253

WOU counts as TA-253 Production Workshop, also counts as performance credits in their Liberal Arts Core Curriculum

How does it transfer? (Check all that apply)

- required or support for major**
- general education or distribution requirement**
- general elective**

:

Provide evidence of transferability: (minimum one, more preferred)

Other. Please explain.

Individual university transfer guides.

First term to be offered:

Next available term after approval

:

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Theatre

Submitter

First Name: James
Last Name: Eikrem
Phone: 3157
Email: jamese

Course Prefix and Number: TA - 253

Credits: 3

Contact hours

Lecture (# of hours):
Lec/lab (# of hours):
Lab (# of hours): 99
Total course hours: 99

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Theatre Rehearsal & Performance

Course Description:

Intermediate training in theatre production through intensive study and rehearsal of scenes and plays for public performance. Variable Credit: 1-3 credits. May be repeated for up to 6 credits. Required: Student Petition.

Type of Course: Lower Division Collegiate

Is this class challengeable?

No

Can this course be repeated for credit in a degree?

Yes

Up to how many credits can this course be repeated to satisfy a degree requirement? 6

Is general education certification being sought at this time?

No

Does this course map to any general education outcome(s)?

Yes

Check which General Education requirement:

Arts and Letters

Is this course part of an AAS or related certificate of completion?

No

Are there prerequisites to this course?

No

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

Yes

Recommendations: TA-153

Requirements: Successful audition/interview. Student Petition.

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

Yes

Have you talked with a librarian regarding that impact?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

- ✓ **Fall**
- ✓ **Winter**
- ✓ **Spring**

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. demonstrate the ability to perform a role in the cast or crew to produce the quarterly CCC mainstage theatre production;
 2. demonstrate teamwork, group problem solving, and the ability to take direction, to listen and to observe;
 3. demonstrate proficiency in assigned technical roles to include lighting and sound engineering, stage management, or running crew;
 4. interpret and convey the playwright's ideas and meanings through the live presentation of dramatic literature in performance and technical duties.
-

COURSE OUTLINE MAPPING CHART

Mark outcomes addressed by the course:

- Mark "C" if this course completely addresses the outcome. Students who successfully complete this course are likely to have attained this learning outcome.
- Mark "S" if this course substantially addresses the outcome. More than one course is required for the outcome to be completely addressed. Students who successfully complete all of the required courses are likely to have attained this learning outcome.
- Mark "P" if this course partially addresses the outcome. Students will have been exposed to the outcome as part of the class, but the class is not a primary means for attaining the outcome and assessment for general education purposes may not be necessary.

As a result of completing the AAOT/ASOT general education requirements, students will be able to:**WR: Writing Outcomes**

- P** 1. Read actively, think critically, and write purposefully and capably for academic and, in some cases, professional audiences.
- P** 2. Locate, evaluate, and ethically utilize information to communicate effectively.
- P** 3. Demonstrate appropriate reasoning in response to complex issues.

SP: Speech/Oral Communication Outcomes

- P** 1. Engage in ethical communication processes that accomplish goals.
- P** 2. Respond to the needs of diverse audiences and contexts.
- P** 3. Build and manage relationships.

MA: Mathematics Outcomes:

1. Use appropriate mathematics to solve problems.
2. Recognize which mathematical concepts are applicable to a scenario, apply appropriate mathematics and technology in its analysis, and then accurately interpret, validate, and communicate the results.

AL: Arts and Letters Outcomes

- S** 1. Interpret and engage in the Arts & Letters, making use of the creative process to enrich the quality of life.
- S** 2. Critically analyze values and ethics within range of human experience and expression to engage more fully in local and global issues.

SS: Social Science Outcomes

1. Apply analytical skills to social phenomena in order to understand human behavior.
- P** 2. Apply knowledge and experience to foster personal growth and better appreciate the diverse social world in which we live.

SC: Science or Computer Science Outcomes

1. Gather, comprehend, and communicate scientific and technical information in order to explore ideas, models, and solutions and generate further questions.
2. Apply scientific and technical modes of inquiry, individually, and collaboratively, to critically examine the influence of scientific and technical knowledge on human society and the environment.
3. Assess the strengths and weaknesses of scientific studies and critically examine the influence of scientific and technical knowledge on human society and the environment.

CL: Cultural Literacy Outcome

1. Identify and analyze complex practices, values, and beliefs and the culturally and historically defined meanings of difference.

Outcomes Assessment Strategies:✓ **Industry Standards**✓ **Criteria**✓ **Performances/Simulation**

:

Major Topic Outline:

1. Audition/interview process
2. Analysis of scripts
3. Roles and responsibilities of onstage performers
4. Roles and responsibilities of technical theatre positions

Does the content of this class relate to job skills in any of the following areas:

- | | |
|--------------------------------------|-----------|
| 1. Increased energy efficiency | No |
| 2. Produce renewable energy | No |
| 3. Prevent environmental degradation | No |
| 4. Clean up natural environment | No |
| 5. Supports green services | No |

Percent of course: 0%

Section #2 Course Transferability

Concern over students taking many courses that do not have a high transfer value has led to increasing attention to the transferability of LDC courses. The state currently requires us to certify that at least one OUS school will accept a new LDC course in transfer. Faculty should communicate with colleagues at one or more OUS schools to ascertain how the course will transfer by answering these questions.

1. Is there an equivalent lower division course at the University?
2. Will a department accept the course for its major or minor requirements?
3. Will the course be accepted as part of the University's distribution requirements?

If a course transfers as an elective only, it may still be accepted or approved as an LDC course, depending on the nature of the course, though it will likely not be eligible for Gen Ed status.

Which OUS schools will the course transfer to? (Check all that apply)

✓ **PSU (Portland State University)**

✓ **WOU (Western Oregon University)**

Identify comparable course(s) at OUS school(s)

PSU counts as TA-253

WOU counts as TA-253 Production Workshop and counts as performance credits in the Liberal Arts Core Curriculum

How does it transfer? (Check all that apply)

- ✓ **required or support for major**
- ✓ **general education or distribution requirement**
- ✓ **general elective**

:

Provide evidence of transferability: (minimum one, more preferred)

✓ **Other. Please explain.**

Individual transfer guides.

First term to be offered:

Next available term after approval

:
