Curriculum Committee Agenda

November 6, 2020 (8-9:30am)

	Presenter	Action
1. **Welcome and Introductions**	**Chair**	
2. **Approval of Minutes**	**Chair**	Approval

3. **Consent Agenda**
   a. Course Number Changes
   b. Course Title Change
   c. Reviewed Outlines for Approval
	Chair	Approval

4. **Course and Program Approvals**
   a. **Course Inactivations**
      a. TTL-101, 121, 141, 180
 	
   b. **Course Reactivations**
      a. HOR-230L
 	
   c. **Course Hours, Instructional Method, Credits Change**
      a. HOR-230
	Megan Feagles (for Matt Goff)
	
	Lisa Reynolds or Jim Wentworth-Plato
	
	Lisa Reynolds or Jim Wentworth-Plato
		Approval/21.SU
		
		Approval/21.WI
		
		Approval/21.WI

5. **Old Business** a. Goal Setting	**Chair**	

6. **New Business**
   a. Major Transfer Maps
 	
   b. Review Teams/Sub-Committee Process Sharing
	David Plotkin, Tory Blackwell, Laurette Scott Team Leads	

7. **Closing Comments**		

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Curriculum Committee Minutes

October 16, 2020 (8-9:30am)

Present: Dustin Bare, Nora Brodnicki, George Burgess, Elizabeth Carney, Jeff Ennenga, Megan Feagles (Recorder), Eden Francis, Sue Goff, Shalee Hodgson, Kerrie Hughes, Jason Kovac, Kara Leonard, Alice Lewis (Alternate Chair), Mike Mattson, Tracy Nelson, David Plotkin, Scot Pruyn (Chair), Lisa Reynolds, Cynthia Risan, Terrie Sanne, Charles Siegfried, Casey Sims, Tara Sprehe, Sarah Steidl, Dru Urbassik, Andrea Vergun, Jim Wentworth-Plato

Guests: Debra Carino, Amanda Coffey, Matt Goff, Alondra Gomez Camacho, Sarah Hoover, Chris Konieczka, Dave Mount

Absent: Helen Wand

1. **Welcome & Introductions**

2. **Approval of Minutes**
   a. Approval of the June 5, 2020 minutes
   Motion to approve, approved

3. **Consent Agenda**
   a. Course Number Changes
   b. Course Title Change
   c. Reviewed Outlines for Approval
   Motion to approve, approved

4. **Informational Items**
   a. New Member Orientation
      i. New members feel free to reach out to Scot
   b. Review Teams/Sub-Committee process sharing
      i. Bring back for November 6th. Curriculum Office will send out reminder to team and sub-committee leads before next meeting.
         MCF put on 11/6/20 agenda on 10/16/20
   c. Courses scheduled for Inactivation
      i. This is the second of three notices about courses scheduled for inactivation on 6/30/2021
         1. First brought to Curriculum Committee at the March 6, 2020 meeting (and sent to department chairs/admins on 3/19/20)
      ii. These are courses that haven't been offered since 2018/SP. Including new courses that have never been offered (unless it's a recent new course)
      iii. To prevent inactivation, the course must be offered during the 20-21 year, OR JUST ASK US NOT TO INACTIVATE IT.
      iv. The list is posted under Additional Documents and will be updated frequently.
      v. When do you want your third and final reminder?
         1. January 2021
            MCF put on 1/15/21 agenda on 10/16/20
      vi. Dru will send Courses Scheduled for Inactivation AND Courses Due and Overdue for Review to Department Chairs, Directors, Admins, etc
      vii. Megan will include both documents in the post-meeting approval email as well
         Done on 10/16/20 by MCF

5. **Old Business**
   a. Membership Vacancies
      i. Scot Pruyn presented
      ii. Need an interim AFAC Review Team lead for Jeff McAlpine, who is on sabbatical for all of 20-21
         1. Tracy Nelson will fill in
      iii. Remove AFAC Associate Dean
      iv. Replace Frank Corona with Jim Wentworth-Plato
      v. Have Patricia McFarland replace Rick Carino for 20/FA (and maybe Nora for 21/SP)
      vi. TAPS
         1. Sharron Furno for EHCJ

2. Shalee is working on it
Membership updated on website, membership list, attendance sheet, both outlook events, and outlook email list on 10/16/20 by MCF
   b. Gen Ed Review
      i. Elizabeth Carney presented
      ii. AAOT allows students to easily transfer to a four-year
      iii. There isn't enough information on the course outlines to assess whether a course meets Gen Ed guidelines
      iv. The group has drafted a new set of questions they are planning to try out.
   c. Goal Setting
      i. Scot Pruyn presented
      ii. Meeting structure/move approval stuff towards beginning
      iii. Bring back for November 6th meeting
         Put on 11/6/20 meeting on 10/16/20 by MCF
   d. Curriculum Management Software Update
      i. Dru Urbassik presented
      ii. Right now working on the new outline framework before opening it up to others for feedback
      iii. Working on having separate workflows for Related Instruction and Gen Ed review
      iv. The new tool will likely integrate assessment

6. **New Business**
   a. **Course Hours, Instructional Method, Credits Change**
      i. WRD-090
         1. Dave Mount presented
         2. Change from 55 LECT/5 Credits to 44 LECT/4 Credits
         3. One part of overhaul of WRD sequence.
         4. "The main driver behind the credit change was that, while these students do need lots of help, and more time in class does sound good in theory, faculty who have taught the class agree that five hours is simply too much to ask of them."
         5. Doesn't affect any program credits so the change will take effect in 21/WI.
   Motion to approve, approved
   b. **Program Suspensions**
      i. Professional Truck Driver CC
         1. Matt Goff presented
         2. No provider or instructional resources are available to support this program.
         3. Are we inactivating the courses?
            a. Ok to inactivate at the end of the 2020 calendar year
            b. Megan will email Matt about inactivating the courses
            MCF emailed Matt Goff on 10/16/20
   Motion to approve, approved
   c. **Program Amendments**
      i. AS, Geology, PSU
         1. Sarah Hoover presented
         2. Shifted Math and Chemistry courses around
         3. Updated Electives to be more specific
         4. Initiated by PSU
         5. Overall credit change from 92-94 to 91-95
   Motion to approve, approved
      ii. Organic Farming CC
         1. Chris Konieczka presented on behalf of April Chastain
         2. Removed HOR-148, Added HOR-230, HOR-237 moves to electives. Shifted other courses around
         3. Overall credit change from 56-59 to 53-56
   Motion to approve, approved
7. **Closing Comments**
   a.

-Meeting Adjourned-

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Next Meeting: November 6, 2020 (8-9:30am)

</div>

1. Course Title Change

Course	Current Title	Proposed Title
FRP-130	Introduction to Wildland Firefighting (S-130/S-190/L-180)	Introduction to Wildland Firefighting (S-130/S-190/ICS-100/ IS-700/L-180)

2. Course Number Change

Course	Title	Proposed Course Number

3. Outlines Reviewed for Approval

Course	Title	Implementation
BA-156	Business Forecasting	
CWE-281	Cooperative Work Experience Seminar	
DA-106	Clinical Procedures III	
ECE-121	Observation and Guidance I in ECE Settings	
ECE-150	Introduction to Early Childhood Education &	
ECE-154	Language & Literacy Development	
ECE-177	Maximizing the Outdoors in ECE Curriculum	
ECE-190	Administration of Early Childhood Programs	
ECE-221	Observation & Guidance II in ECE Settings	
ECE-235	Nutrition, Music & Movement in Early	
ECE-289	The Project Approach in Early Childhood	
ECE-291	Practicum II	
ECE-292	Practicum III	
ED-128	Train the Trainer	2021/WI
ENGR-201L	Electrical Fundamentals Lab	
FRP-101	Basic Forest Management	
FRP-102	Basic Forest Management Lab	
FRP-130	Introduction to Wildland Firefighting (S-130/S-	
HOR-135	Propagation of Edible Plants	
HOR-136	Organic Farming Practicum/Winter	
HS-154	Community Resources	
HS-170	Preparation for Field Experience in Human	
HS-256	Advanced Interviewing Skills with Theory	
HS-280	Human Services Generalist I: CWE/Practicum	
HS-281	Human Services Generalist II: CWE/Practicum	
HS-282	Human Services Generalist III: CWE/Practicum	
SM-150	Semiconductor Processing I	

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Online Course/Outline Submission System

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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 - 156

 # 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: Business Forecasting

Course Description:

Sound business decisions are best driven by the process of forecasting. Business forecasting applies data analytics and analysis, budgeting, planning, economic policy, critical thinking, and judgment to make informed predictions, respond to business needs, and improve operational strategies. Designed for business majors.

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): Accounting AAS & Certificate

Are there prerequisites to this course?

Yes

Pre-reqs: MTH-020

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?

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?

Yes

Have you talked with a librarian regarding that impact?
Yes (A 'Yes' certifies you have talked with the librarian and have received approval.)*

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. comprehend the policy and principles of economics, and relate them to business decision making;
2. explore data analytics, collect economic data, analyze data for business needs, and present data analyses;
3. examine decision choices for business that are affected by economic factors, pricing, production, supply and demand, operational and investment strategies, and the impact of those choices;
4. forecast business cycles, inventories, investment strategies, and inflation using data analytics and analysis, critical thinking, budgeting, planning, and economic policy;
5. begin to develop judgment and business acumen to make informed business predictions.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Key principles of economics in relation to business.
a. Market demand
b. Supply
c. Equilibrium
2. Elasticity and responsiveness.
3. Production technology and cost.
4. Perfect competition.
5. Aggregate demand and supply.
6. Decision analysis, incremental analysis, data analytics and analysis, financial analysis.

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)

How does it transfer? (Check all that apply)

✓ **general elective**
:

First term to be offered:

Specify term: Winter

Clackamas Community College

Online Course/Outline Submission System

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Section #1 General Course Information

Department: HISC

Submitter

First Name: Jodi
Last Name: Stapleton
Phone: 3857
Email: jodis

Course Prefix and Number: CWE - 281

 # Credits: 0

Contact hours

Lecture (# of hours): 16
Lec/lab (# of hours):
Lab (# of hours):
Total course hours: 16

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: Cooperative Work Experience Seminar

Course Description:

The seminar provides an opportunity to develop the career management skills necessary to obtain, sustain, and advance in employment. Prepares students for career success. Variable Hours: 11-16 hours.

Type of Course: Career Technical Preparatory

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?

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): Various

Are there prerequisites to this course?

No

Are there corequisites to this course?

Yes

Co-reqs: Program specific CWE course

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:

Non-graded

Audit: No

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 currently accepted ethical work practices in their chosen field through class discussion;
2. demonstrate understanding of workplace issues through researching and completing career-specific projects;
3. create, update and/or adapt a personal resume to achieve specific career goals;
4. identify techniques and skill sets that enhance career advancement opportunities.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Orientation and establishment of individual goals/measurable learning objectives
2. Job search skills for obtaining a position or advancing in a career
3. Resume construction and job interview
4. Informational interview(s) with professional in chosen career field
5. Create and/or develop a professional portfolio
5. Time Management, Conflict Management, Networking , Sexual Harassment, or Ethics
6. Human relations on the job
7. Summary and evaluation

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

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Section #1 General Course Information

Department: HTHS

Submitter

First Name: Kari
Last Name: Hiatt
Phone: 0674
Email: kari.hiatt

Course Prefix and Number: DA - 106

 # 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: Clinical Procedures III

Course Description:

This course provides an in-depth knowledge of dental specialties. Advanced and expanded dental assisting functions, tray set-ups and procedures in endodontics, periodontics, oral surgery, orthodontics and pedodontics are covered. Principles and procedures for amalgam and composite polishing will also be covered. 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): Dental Assistant Certificate

Are there prerequisites to this course?

Yes

Pre-reqs: DA-105 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?

Yes

Co-reqs: DA-106L

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

Yes

Recommendations:

Requirements: Acceptance into Dental Assistant program. 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?

✓ **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 dental specialties: oral and maxillofacial surgery, periodontics, endodontics, orthodontics, and pediatric dentistry;
2. describe the role of the dental assistant in each specialty,
3. identify specialized dental instruments used in each specialty,
4. discuss basic procedures performed within each specialty,
5. discuss the purpose of finishing, polishing, and cleaning of dental restorations and tooth surfaces.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Oral and Maxillofacial Surgery.
2. Amalgam and Composite polish.
3. Periodontics.
4. Orthodontics.
5. Endodontics.
6. Pediatric Dentistry.

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

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Section #1 General Course Information

Department: Education, Human Services & Criminal Justice

Submitter

First Name: Dawn
Last Name: Hendricks
Phone: 6158
Email: dawn.hendricks

Course Prefix and Number: ECE - 121

 # 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: Observation and Guidance I in ECE Settings

Course Description:

Course is designed to help students explore in depth observation and recording techniques of children's development and learning and to examine various child guidance techniques for children from birth - 3rd grade. Students will be provided with strategies to assist them in providing positive guidance to children in a variety of settings and situations.

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)?

Yes

Check which General Education requirement:

✓ **Writing**
✓ **Oral Communication**

✓ **Social Science**

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

Yes

Name of degree(s) and/or certificate(s): Early Childhood Education & Family Studies 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?
Yes (A 'Yes' certifies you have talked with the librarian and have received approval.)*

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. describe guidelines for taking objective, factual observations of children;
2. record observations of children using more than one technique (running records, anecdotals, and checklists) and reflect on their observations;
3. design an encouraging classroom environment to promote children's understanding of what is expected of them (e.g. what to do, where to go and how to find necessary materials, etc.);
4. develop classroom transitions to minimize disruptions and maximize learning,
5. discuss the levels of mistaken behavior in the classroom and explain how to respond appropriately,
6. explain effective strategies for partnering with families to share observations of children.

AAOT/ASOT GENERAL EDUCATION OUTCOMES

AAOT/ASOT GENERAL EDUCATION OUTCOMES

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.

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

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.

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.

Outcomes Assessment Strategies:

✓ **Projects**
✓ **Writing Assignments**
✓ **Presentations**

✓ **Rubrics**

:

Major Topic Outline:

1. Reasons for observing young children.
2. Guidelines for taking objectives observations.
3. Observing in the developmental domains.
4. Recording observations using ancecdotals.
5. Recording observations using running records.
6. Recording observations using checklists.
7. Introducing assessment through observation.
8. Creating an encouraging classroom environment.
9. Understanding children's levels of mistaken behavior.
10. Responding to mistaken behavior in appropriate ways.
11. Building positive partnerships with families to discuss observations and 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%

First term to be offered:

Next available term after approval
:

Clackamas Community College

Online Course/Outline Submission System

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Section #1 General Course Information

Department: Education, Human Services & Criminal Justice

Submitter

First Name: Dawn
Last Name: Hendricks
Phone: 6158
Email: dawn.hendricks

Course Prefix and Number: ECE - 150

 # 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 Early Childhood Education & Family Studies

Course Description:

Focuses on the history of early childhood education and the prominent theorists that have significantly contributed to the field. The types of programs that serve young children, birth-age 8, and their families will be examined. State and national standards in early childhood education and family studies will be explored.

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): Early Childhood Education & Family Studies 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?

No

GRADING METHOD:

A-F Only

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. explain the history of early childhood education and family studies,
2. describe the contributions prominent theorists have made to the field,
3. define the role of the teacher as a professional,
4. compare and contrast the program options in early childhood education and family studies,
5. discuss the three tenets of "developmentally appropriate practice",
6. generalize best practices for meeting the needs of culturally and linguistically diverse learners,
7. identify the components of a safe, healthy learning environment for children;
8. and summarize the intent of the Early Learning Division guidelines, Oregon's Early Learning and Kindergarten Readiness Guidelines and the Common Core State Standards.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Early Chidhood Foundations: History and Current Issues
2. Developmentally Appropriate Practice
3. Theories of Learning and Development and Their Application in the Classroom
4. Early Childhood Programs and Models
5. Responsive Care for Infants and Toddlers
6. Planning the Curriculum Using Intentional Teaching
7. Preschool Today
8. Kindergarten Today
9. The Primary Grades
10. Assessment
11. Diverse Learners
11. Social/emotional development.
12. Elements of intentional teaching.
13. Collaborative relationships with families.

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

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Section #1 General Course Information

Department: Education, Human Services & Criminal Justice

Submitter

First Name: Dawn
Last Name: Hendricks
Phone: 6158
Email: dawn.hendricks

Course Prefix and Number: ECE - 154

 # 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: Language & Literacy Development

Course Description:

Focuses on language and literacy development of children from birth-age 8. The research foundation and components of language and literacy development will be examined. Criteria for selecting quality children's literature will explored. Practical strategies for promoting optimal development will be emphasized.

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): Early Childhood Education & Family Studies 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?
Yes (A 'Yes' certifies you have talked with the librarian and have received approval.)*

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. identify the theories of language and literacy development,
2. summarize the seven components of literacy development,
3. develop curriculum that promotes emerging literacy,
4. plan and implement an emerging literacy program,
5. promote parent involvement in literacy programs for young children,
6. select quality children's literature, based on guiding principles to eliminate racism, sexism and ableism;
7. promote phonological awareness in young children,
8. demonstrate an understanding of promoting language and literacy development for children with special needs,
9. explain the stages of second language acquisition for children who are dual language learners.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Language and literacy theory and research overview.
2. Language/literacy development for infants (up to 1 year).
3. Language/literacy development for toddlers (1- 2 ½ years).
4. Language/literacy for preschoolers (3-5 years).
5. Selecting and reading quality children's literature.
6. Reading and writing development for K-3rd grade.
7. Working with children who dual language learners.
8. Language and literacy development for children with special needs.
9. Assessing children's language and literacy development.

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

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Section #1 General Course Information

Department: Education, Human Services & Criminal Justice

Submitter

First Name: Dawn
Last Name: Hendricks
Phone: 6158
Email: dawn.hendricks

Course Prefix and Number: ECE - 177

 # 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: Maximizing the Outdoors in ECE Curriculum

Course Description:

Focuses on how to plan, create, and implement effective outdoor learning experiences. Topics include the benefits of using the outdoors to build a child's interest in the environment and expand understanding of the world while fostering divergent thinking and creativity.

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): Early Childhood Education & Family Studies 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?
Yes (A 'Yes' certifies you have talked with the librarian and have received approval.)*

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?   3/4

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 benefits of having a well-designed outdoor learning environment,
2. identify the components of a meaningful outdoor learning environment,
3. develop a lesson plan that uses the outdoor learning environment and promotes a child's growth across the four developmental domains,
4. develop a comprehensive lesson plan, including pre- and post-visit activities, for taking children on a fieldtrip;
5. design a mini-lesson that teaches students the importance of caring for the natural world,
6. describe their relationship to the natural world and importance of modeling and promoting environmental stewardship.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Benefits of outdoor learning in fostering student growth and development across the developmental domains.
2. Design considerations for an effective outdoor learning environment.
3. Fostering outdoor exploration.
4. Value of fieldtrips.
5. Fieldtrip considerations.
6. Lesson plan development.

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
:

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Section #1 General Course Information

Department: EHCJ

Submitter

First Name: Dawn
Last Name: Hendricks
Phone: 6158
Email: dawn.hendricks

Course Prefix and Number: ECE - 190

 # Credits: 6

Contact hours

Lecture (# of hours): 66
Lec/lab (# of hours):
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: Administration of Early Childhood Programs

Course Description:

This course focuses on exploration of topics for directors of childhood care and education programs for children ranging in age from birth to twelve in diverse settings. Students will focus on best administrative practices and community relationships to build and sustain quality programs for children and families.

Type of Course: Career Technical Supplementary

Can this course be repeated for credit in a degree?

No

What is the target audience/industry for this class?

Early childhood directors and family child care providers

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?

✓ 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?

No

Will this course appear in the schedule?

No

Student Learning Outcomes:

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

1. develop and administer an effective organization which is good for children, families, staff and community;

2. develop an early childhood program that is based on principles of best practices in childhood care and education and program management,
3. practice responsible financial and resource management,
4. develop and maintain a facility that meets applicable codes and provides a developmentally appropriate environment for child learning and care, staff comfort, and family participation while reflecting the program mission statement and philosophy;
5. practice clear and positive communications with staff, families, and the community;
6. embody the quality of care and education for children in the community early childhood and school-age care programs, and
7. exhibit professional conduct and ethics consistent with industry standards.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Organizational management.
2. Financial management.
3. Human resources.
4. Facilities.
5. Communication.
6. Professional development of staff.
7. Partnerships with families.
8. Professional and community relations.
9. Marketing.

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
:

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Section #1 General Course Information

Department: Education, Human Services & Criminal Justice

Submitter

First Name: Dawn
Last Name: Hendricks
Phone: 6158
Email: dawnt

Course Prefix and Number: ECE - 221

 # 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: Observation & Guidance II in ECE Settings

Course Description:

Designed to help students explore in greater depth the observation and guidance of children from birth-3rd grade within the classroom environment. In this more advanced course, the student focuses on additional observation and guidance techniques for observing groups of children and addresses challenging behaviors and other issues within the early childhood environment. The practitioner's role in using observation to promote their own development and to assist in the development of the children is explored in depth.

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): Early Childhood Education & Family Studies AAS

Are there prerequisites to this course?

Yes

Pre-reqs: ECE-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?

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?

✓ **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. systematically observe and record individual and groups of children in their natural setting, the classroom;
2. record observations of children using rating scales, ABC narrative event sampling, tally event sampling and time sampling techniques;
3. analyze observational data to plan appropriate experiences for children,
4. facilitate conflict management and guidance talks with children as needed,
5. implement intervention strategies and crisis management techniques in the classroom,
6. make assessment decisions on individual children based on each child's strengths and needs,
7. collaborate with parents to become educational partners in the observation and assessment of their children,
8. explain the purposes and structure of the Classroom Assessment Scoring System (CLASS) for observing and assessing the quality of teacher/child interactions,
9. explain how culture and language influence our observations of children.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Recording observations with rating scales.
2. Recording observations with ABC narrative event sampling.
3. Recording observations with time sampling techniques.
4. Recording observations with tally event sampling techniques.
5. Using observation and assessment data to meet the needs of each child.
6. Facilitating conflict management with children.
7. Facilitating guidance talks with children.
8. Understanding the influence of diverse family demographics on children.
9. Discussing the impacts of cultural and linguistic diversity when observing children.
10. Partnering with families to share observation and assessment information.

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

:

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Section #1 General Course Information

Department: Education, Human Services & Criminal Justice

Submitter

First Name: Dawn
Last Name: Hendricks
Phone: 6158
Email: dawn.hendricks

Course Prefix and Number: ECE - 235

 # 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: Nutrition, Music & Movement in Early Childhood Education

Course Description:

Course focuses on factors that contribute to childhood obesity and strategies to prevent it in early learning environments.. Students explore current standards and evidence-based practices in nutrition education, movement and music in early childhood and explore ways to incorporate developmentally appropriate nutrition, music and movement education into the early childhood environment and curriculum.

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): Early Childhood Education & Family Studies 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?

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 factors that contribute to the current epidemic of childhood obesity in young children,
2. identify the benefits of appropriate nutrition, music and movement to young children's development in various domains: cognitive, social, emotional, physical and creativity;
3. access and evaluate information and resources from nationally recognized organizations on early childhood nutrition, movement and music;
4. develop activity plans that incorporate developmentally appropriate nutrition education into the daily routines and curriculum, aligned with national standards;
5. develop activity plans that incorporate developmentally appropriate physical activity and movement education into daily routines and curriculum (fine and gross motor activities), aligned with national standards;
6. design, develop and incorporate multiple ways to incorporate music and music education into daily routines and curriculum, aligned with national standards.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. The childhood obesity epidemic.
2. Preventing and responding to childhood obesity
3. National standards and initiatives in music and movement
4. Child outcomes, skills and levels in movement education
5. Child outcomes, skills and development in music exploration and education.
6. Linking nutrition, music, movement in an integrated curriculum.
a. Designing child-focused environments.
b. Developing effective curriculum and activities.
c. Incorporating best practices and developmentally appropriate teaching strategies.
7. Individualizing to support every child.
a.Recognizing and supporting special needs.
b.Supporting each child's cultural identity and home language.
8. Developmentally appropriate assessment and program evaluation in movement and music education.

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

:

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Section #1 General Course Information

Department: Education, Human Services & Criminal Justice

Submitter

First Name: Dawn
Last Name: Hendricks
Phone: 6158
Email: dawn.hendricks

Course Prefix and Number: ECE - 289

 # Credits: 1

Contact hours

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

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: The Project Approach in Early Childhood Education

Course Description:

Designed to help participants explore in depth The Project Approach methodology. They will become familiar with the steps involved in setting up this integrated approach to learning within their own classrooms, while acquiring knowledge on how this study method supports preschool children's learning in all domains: social, emotional, cognitive, physical and language-literacy.

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): Early Childhood Education & Family Studies 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?

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. define the project approach (or study method),
2. delineate the practical steps to implementing the Project Approach in their own classrooms,
3. describe how such a teaching methodology supports preschool children's learning in the classroom,
4. develop a professional action plan for implementing the project approach.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Benefits & constraints of projects in the early years
2. Getting started: observation & selection of topic
3. Developing the project
4. Investigation and documentation of children's learning
5. Concluding the project – culminating activity
6. Issues in projects with young children
7. Development of a professional action plan

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

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Section #1 General Course Information

Department: Education, Human Services & Criminal Justice

Submitter

First Name: Dawn
Last Name: Hendricks
Phone: 6158
Email: dawn.hendricks

Course Prefix and Number: ECE - 291

 # Credits: 4

Contact hours

Lecture (# of hours): 12
Lec/lab (# of hours):
Lab (# of hours):   108
Total course hours: 120

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: Practicum II

Course Description:

Focuses on field experience for students in a variety of educational settings, paralleling duties regularly assigned to early childhood educators. This course allows students to apply knowledge, methods, and skills gained from early childhood education and family studies courses. The seminar covers classroom experiences, best practices and assessment techniques. Required: Student Petition.

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): Early Childhood Education & Family Studies AAS

Are there prerequisites to this course?

Yes

Pre-reqs: ECE-121, ECE-150, ECE-280, HDF-225, and HDF-247

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?

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?
Yes (A 'Yes' certifies you have talked with the librarian and have received approval.)*

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. develop strategies for observation and assessment in educational settings, serving children from birth - kindergarten,
2. document the systems for record keeping and communication in a school setting,
3. observe a variety of instructional strategies and teaching practices,
4. plan activities and experiences for individual children and small groups of children, based on their strengths, needs and interests;
5. collaborate with families to support the development and learning of their children,
6. observe and assess a child's development and learning,
7. collaborate with early childhood colleagues and families to set goals to support children's development and learning.

This course does not include assessable **General** *Education outcomes.*

Major Topic Outline:

NAEYC Code of Ethics
Observation strategies
Assessment techniques
Activity Planning for Individual Children and Small Groups
Promoting Positive Teacher/Child Interactions with the CLASS tool
Supporting the teacher implementing classroom experiences
Collaborating with families to support development and learning
Developing a Professional Portfolio

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)**

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

Field experience course in the Child and Family Studies program, as part of the articulation agreement

How does it transfer? (Check all that apply)

✓ **other (provide details)**: practicum requirement for Child and Family Studies' programs

First term to be offered:

Next available term after approval
:

Clackamas Community College

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Section #1 General Course Information

Department: Education, Human Services & Criminal Justice

Submitter

First Name: Dawn
Last Name: Hendricks
Phone: 6158
Email: dawn.hendricks

Course Prefix and Number: ECE - 292

 # Credits: 4

Contact hours

Lecture (# of hours): 12
Lec/lab (# of hours):
Lab (# of hours):   108
Total course hours: 120

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: Practicum III

Course Description:

Focuses on field experiences for early childhood education students in a variety of educational settings, serving children from birth through kindergarten. This course allows students to deepen and apply their knowledge, methods, and skills gained from early childhood education and family studies courses as well as the previous terms of practicum and CWE. The seminar covers continuing observation/assessment, assisting the supervising teacher in implementing an integrated approach to curriculum with attention paid to working with diverse children and their families. Students will complete their professional portfolio in this course, documenting how they have achieved the program learning outcomes. Required: Student Petition.

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): Early Childhood Education & Family Studies AAS

Are there prerequisites to this course?

Yes

Pre-reqs: ECE-154, ECE-221, ECE-240, ED-254, and ECE-291

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?

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?
Yes (A 'Yes' certifies you have talked with the librarian and have received approval.)*

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. carry out instructional and non-instructional duties as assigned by the classroom teacher – with an emphasis on best practices - i.e. project approach and assessing & evaluating students,
2. observe, assess and analyze a child's progress in all domains of development and learning over time,
3. individualize curriculum to meet each child's needs and scaffold their learning,
4. plan and implement small and large group activities in collaboration with the teaching team,
5. document achievement of the program learning outcomes, as evidenced by completion of the professional portfolio,
6. engage in advocacy action in the field of early childhood education and family studies
7. identify their role as a professional in the field of ECE and how to stay current in research and best practices throughout their career
8.. develop a habit of becoming a reflective practitioner in education.

This course does not include assessable General Education outcomes.

Major Topic Outline:

Developing small and large group activities
Assessing children's progress over time
Becoming a reflective practitioner
Advocating for children and families
Working collaboratively with the classroom team
Collaborating with families
Developing and refining the professional portfolio

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)**

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

Practicum/field experience courses are waived in the Child and Family Studies programs at PSU and SOU.

How does it transfer? (Check all that apply)

✓ **other (provide details)**: meets practica requirements for Child and Family Studies programs

First term to be offered:

Next available term after approval
:

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Section #1 General Course Information

Department: Education, Human Services & Criminal Justice

Submitter

First Name: Matt
Last Name: Goff
Phone: 1684
Email: matt.goff@clackamas.edu

Course Prefix and Number: ED - 128

 # 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: Train the Trainer

Course Description:

Assists those responsible for training in developing the knowledge, skills, and attitudes to facilitate adult-centered training. Variable Credit: 1-4 credits.

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): Education & Human Services 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?

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?

No

Will this course appear in the schedule?

No

Student Learning Outcomes:

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

1. identify learning styles,
2. list ways to enhance learning,
3. describe learning centered training,
4. describe the purposes and processes of needs assessments,
5. complete a needs assessment,
6. compose learning goals and objectives,
7. select appropriate learning activities,
8. create lesson plans,
9. develop training materials,
10. identify evaluation and assessment techniques,
11. create a safe learning environment,
12. facilitate group process,
13. communicate to involve participants,
14. maintain the self-esteem of participants,
15. facilitate engaging training presentation, /demonstrations,
16. demonstrate give and receive feedback,
17. create a personal learning contract,
18. access resources for continuing development as a trainer.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Identify adult learning styles.
2. Distinguish between effective and less effective training design.
3. Structure a training session with goals and objectives.
4. Identify components of an effective Task Analysis.
5. Distinguish appropriate learning activities.
6. Write lesson plans.
7. Develop training materials.
8. Set the stage for learning.
9. Give directions and feedback effectively to participants.
10. Facilitate one-on-one and small group process.
11. Practice overcoming resistance to training.
12. Deliver a training presentation and receive feedback.

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
:

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Section #1 General Course Information

Department: Engineering Science

Submitter

  First Name: Eric
  Last Name: Lee
  Phone: 6163
  Email: elee@clackamas.edu

Course Prefix and Number: ENGR - 201L

 # Credits: 0

Contact hours

  Lecture (# of hours):
  Lec/lab (# of hours):
  Lab (# of hours):   33
  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: Electrical Fundamentals Lab

Course Description:

Lab Course for ENGR-201. Must be taken concurrently with ENGR-201.

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?

No

Are there prerequisites to this course?

No

Are there corequisites to this course?

Yes

Co-reqs: ENGR-201

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:

Non-graded

Audit: No

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?

No

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

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

1. define voltage, current, power, and energy;
2. demonstrate Ohm's Law, Kirchhoff's Current Law, and Kirchhoff's Voltage Law;
3. identify ideal voltage and current sources;
4. solve for unknown currents and voltages in any resistive circuit;
5. explain Thevenin Equivalents and their use in maximum power transfer calculations;
6. define current and voltage relationships for capacitors and inductors;
7. solve for unknown currents and voltages in passive circuit elements using phasors;
8. calculate input and output parameters for ideal transformer circuits;
9. calculate the time response of first-order circuits containing inductors and capacitors;
10. demonstrate the use of basic electrical equipment.

This course does not include assessable **General Education outcomes.**

Major Topic Outline:

• Introduction, Circuit Variables
• Circuit Elements and Basic Laws
• DC Circuit Analysis
• Resistive Circuits
• Thévenin Equivalent Circuits, Superposition
• Capacitors and Inductors
• First-Order Transient Circuits
• AC Circuit Analysis with Phasors
• AC Power
• Ideal Transformers

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)**

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

OIT--ENGR 236
OSU--ENGR 201
PSU--ECE 241

How does it transfer? (Check all that apply)

✓ **required or support for major**

:

First term to be offered:

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Section #1 General Course Information

Department: WLDF

Submitter

First Name: Jeff
Last Name: Ennenga
Phone: 3539
Email: jeff.ennenga@clackamas.edu

Course Prefix and Number: FRP - 101

 # 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: Basic Forest Management

Course Description:

An introduction to forestry and forest land management activities and practices related to forest stewardship. Students will gain an understanding of how social, economic and environmental values influence current forest policies and regulations.

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): Wildland Fire Management AAS; Fire Science (Wildland) certificate; Basic Forest Management Certificate

Are there prerequisites to this course?

No

Are there corequisites to this course?

Yes

Co-reqs: FRP-102

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?
Yes (A 'Yes' certifies you have talked with the librarian and have received approval.)*

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. summarize use of various silviculture practices,
2. trace history of forests and forest policy in Oregon and cite Federal and Oregon Resource protection laws,
3. identify trees commonly found in Oregon forests,
4. Identify social, economic and environmental factors effect on forest management practices.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Forest History and Policy development.
2. Tree Identification.
3. Forest Measurements.
4. Silvicultural practices.
5. Forest Products.
6. Logging Systems.
7. Federal and state resource protection laws.

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

Percent of course: 25%

First term to be offered:

Next available term after approval
:

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Section #1 General Course Information

Department: WLDF

Submitter

First Name: Jeff
Last Name: Ennenga
Phone:　　3539
Email:　　jeff.ennenga

Course Prefix and Number: FRP - 102

 # Credits: 1

Contact hours

Lecture (# of hours):
Lec/lab (# of hours):
Lab (# of hours):　　33
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: Basic Forest Management Lab

Course Description:

Provides lab exercises in a forest setting experience using forest management field equipment discussed in FRP-101. The Lab includes the use of diameter tape, loggers tape, compass, clinometer, increment borer and wedge prism to measure tree height, diameter, tree age, diameter increment and basal area. Through the use of fixed plot and variable plot forest sampling methods the students will gain the skills to gather data necessary to calculate stocking, volume and growth.

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): Wildland Fire Management AAS; Fire Science (Wildland) certificate; Basic Forest Management Certificate

Are there prerequisites to this course?

No

Are there corequisites to this course?

Yes

Co-reqs: FRP-101

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?
Yes (A 'Yes' certifies you have talked with the librarian and have received approval.)*

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. demonstrate correct use of forest management equipment including diameter tape, loggers tape, clinometer, increment borer and wedge prism;
2. demonstrate the ability to measure tree diameter, tree height, tree age, tree diameter increment and tree basal area;
3. identify the process and use of fixed plot and variable plot sampling methods,
4. calculate stocking, volume and growth from the gathered data.

---

*This course does not include assessable **General Education** outcomes.*

Major Topic Outline:

1. Use of Maps and Aerial Photos in Forest Management.
2. Compass Use and Determining Bearings.
3. Measuring tree diameter, height, growth and age.
4. Tree Volume and Diameter Growth Increment.
5. Fixed Plot Forest Sampling and Conducting a Fixed Plot Cruise.
6. Calculation of Stocking, Volume and Growth from Fixed Plot Measurements.
7. Basal Area Measurement and Variable Plot Forest Sampling.
8. Conducting a Variable Plot Cruise.
9. Calculation of Stocking, Volume and Growth Variable Plot Measurements.

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

Percent of course: 25%

First term to be offered:

Next available term after approval
:

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Section #1 General Course Information

Department: WLDF

Submitter

First Name: Jeff
Last Name: Ennenga
Phone: 3539
Email: jeff.ennenga

Course Prefix and Number: FRP - 130

 # Credits: 2

Contact hours

Lecture (# of hours):
Lec/lab (# of hours): 44
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 Wildland Firefighting (S-130/S-190/ICS-100/ IS-700/L-180)

Course Description:

This course provides an introduction to wildland fire behavior, wildland firefighting safety and wildland firefighting techniques. The course covers the basic skills necessary to fight wildland fires under close supervision. NWCG Courses completed in class include S-130, S-190, L-180, IS-100 and IS-700. Also includes the Work Capacity Test (WCT) which is needed for employment.

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): AAS.FSWildland,CC.FSWildland,CC.FireFight

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?
Yes (A 'Yes' certifies you have talked with the librarian and have received approval.)*

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.explain the purpose of the Standard Firefighting Orders and Watch Out Situations,
2.describe what the Lookouts, Communications, Escape Routes, and Safety Zones (LCES) system is and how it relates to the Standard Firefighting Orders;
3.demonstrate the various communication methods and tools used for collecting, producing, and distributing information;
4.describe the standards, tools and equipment, and various methods used in fireline construction;
5.explain the methods for extinguishing a fire with or without the use of water,
6.demonstrate the ability to construct fireline to required standards using various methods, tools and equipment, and techniques.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Fire behavior.
2. Fire weather.
3. Safety and the risk management process.
4. Firefighter personal protective equipment.
5. Use of tools and equipment.
6. Suppression and the use of water.
7. Securing the control line.
8. Use of maps.
9. Scouting, patrolling and communicating.
10. Use of a fire shelter.

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	**No**
5. Supports green services	**No**

Percent of course: 10%

First term to be offered:

Next available term after approval
:

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Section #1 General Course Information

Department: Horticulture

Submitter

First Name: April
Last Name: Chastain
Phone: 3055
Email: april.chastain

Course Prefix and Number: HOR - 135

 # 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: Propagation of Edible Plants

Course Description:

Reproduce food plants using a variety of methods, including seed, cutting and grafting techniques. Instruction will focus on methods suitable for sustainable farm operations.

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): Organic Farming CC, Horticulture 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?

✓ 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. perform a variety of propagation methods, including direct seeding, cuttings and grafting;
2. describe when and why a given method of propagation would be selected;
3. use record keeping systems to track and determine the success of propagation protocols for a variety of food crops.

---

*This course does not include assessable **General Education outcomes.***

Major Topic Outline:

1. Achieving crop production success through seasonal propagation decisions.
2. Common pests and strategies for prevention and control within greenhouse structures.
3. Cost accounting for propagation materials and methods utilized.
4. Crop/Varietal selection for:
a. High-value crops.
b. Increased nutritional value.
c. Productive variety selection.
d. Extension of harvest.
5. Developing seed saving systems.
6. Exploration of plant reproduction within ecological farming systems.
7. Facilities, structures, equipment, media, containers, irrigation, and record keeping for plant propagation and replication of food plants for organic farming.
8. Scheduling propagation of specific varieties to achieve four season harvest.
9. Seed and seedling biology and cultural requirements specific to plant reproduction.

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   **No**
5. Supports green services   **Yes**

Percent of course: 25%

First term to be offered:

Specify term: Spring 2021

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Section #1 General Course Information

Department: Horticulture

Submitter

First Name: April
Last Name: Chastain
Phone: 3055
Email: april.chastain@clackamas.edu

Course Prefix and Number: HOR - 136

 # Credits: 3

Contact hours

Lecture (# of hours): 11
Lec/lab (# of hours): 44
Lab (# of hours):
Total course hours: 55

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: Organic Farming Practicum/Winter

Course Description:

Essential organic farming practices, including seasonal activities such as ground preparation and planning for crop production. Also covers farm business structures, financial management, recordkeeping, and marketing and distribution techniques. Field trips to area farms included. Class lecture, field trips, and lab are essential components of this course. This format has been selected to create a hands-on experience for each student in seasonal crop production.

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): Organic Farming 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?

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.describe a niche specific marketing/distribution plan, and the crop quality standards for the following: wholesale, farmers market, and CSA sales;
2.apply skills in ground preparation for small farms;
3.identify the various business structures available and choose the most appropriate to meet their business needs;
4.create and interpret balance sheets, cash flow, and enterprise budgets;
5.develop a useful seasonal crop plan targeting specific markets;
6.explain the necessity of farm recordkeeping and apply it to sample operations.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Marketing/Distribution
a. Develop outlet for product distribution
b. Create and implement marketing campaigns for specific farm products
2. Production skills
a. Ground preparation
b. Soil amendments and mixes
c. Tillage
d. Planning for production goals
e. Production plan creation and use
f. Propagation basics
3. Business management
a. Business structure
b. Enterprise budgets
c. Balance sheets, cash flow budgets
d. Market research and communications
e. Niche marketing
4. Record keeping
a. Labor time and paying yourself
b. Market records
c. Future harvest forecasting

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	**No**	
5. Supports green services	**Yes**	

Percent of course: 50%

First term to be offered:

Specify term: Winter 2021

Clackamas Community College

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Section #1 General Course Information

Department: EHCJ

Submitter

First Name: Yvonne
Last Name: Smith
Phone: 3207
Email: yvonnes

Course Prefix and Number: HS - 154

 # 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 Resources

Course Description:

Explores local community social service resources. Focuses on local agencies and programs, including services provided, eligibility criteria, mission, and policies of these agencies. Includes instruction in identifying client needs, various referral processes, and historical, political and social trends.

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): Human Services Generalist Programs

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?
Yes (A 'Yes' certifies you have talked with the librarian and have received approval.)*

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. demonstrate the ability to identify community resource systems,
2. refer clients to appropriate community resources,
3. identify unmet community needs,
4. identify issues related to cross-cultural practice and cultural differences,

---

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. What Constitutes a "Community Resource".
2. Aspects of Community Resources.
3. Effective Referring: The Process.
4. Developing a Service Resource Guide.
5. Social Service Speakers as Scheduled.

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:

Specify term: Winter 2021

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Section #1 General Course Information

Department: EHCJ

Submitter

First Name: Yvonne
Last Name: Smith
Phone: 3207
Email: yvonnes

Course Prefix and Number: HS - 170

 # 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: Preparation for Field Experience in Human Services

Course Description:

This course prepares students to complete fieldwork in Human Services. Includes dynamics of the workplace, coping with work stress, supervision, ethics, and diversity. Covers setting learning objectives and creating successful field placements. Required: Student Petition.

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): Human Services Generalist Programs

Are there prerequisites to this course?

Yes

Pre-reqs: HS-100 or HS-154

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?

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?
Yes (A 'Yes' certifies you have talked with the librarian and have received approval.)*

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. list 2-4 appropriate placement sites for a human services practicum,
2. compare and contrast the typical stages of an internship experience,
3. demonstrate the professional standards, laws, and codes of conduct guiding human services practice,
4. summarize cross-cultural issues in the workplace,
5. create sample learning objectives for a Cooperative Work Experience learning agreement,
6. discuss the purpose and value supervision in human service work.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. The Stages of Field Experience.
2. Evaluating Possible Placement Sites.
3. Creating Learning Objectives.
4. Understanding the Workplace.
5. The Importance of Supervision.
6. Workplace Diversity.
7. Ethics in Human Services.

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:

Specify term: Spring term 2021

Clackamas Community College

Online Course/Outline Submission System

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Section #1 General Course Information

Department: Education, Human Services & Criminal Justice

Submitter

First Name: Yvonne
Last Name: Smith
Phone: 3207
Email: yvonnes

Course Prefix and Number: HS - 256

 # 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: Advanced Interviewing Skills with Theory

Course Description:

This course is designed to help human service students further develop and deepen their skills and understanding of interviewing in the human service field. Course will build on skills learned in HS-156, incorporating the use of behavior change theories to guide the helping process.

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): Human Services Generalist

Are there prerequisites to this course?

Yes

Pre-reqs: HS-156 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?
Yes (A 'Yes' certifies you have talked with the librarian and have received approval.)*

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. demonstrate interviewing skills such as listening, paraphrasing, and reflecting;
2. discuss the use of advanced skills such as questioning, confronting, and interpreting;
3. describe the use of theory to choose intervention strategies;
4. delineate the major components of motivational interviewing strategies and cognitive behavior theory.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Basic interviewing skills.
2. Questioning skills.
3. Confrontation in a helping interview.
4. Interpretation skills.
5. Motivational interviewing.
6. Cognitive behavioral theory.

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:

Specify term: FALL 2021

Clackamas Community College

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Section #1 General Course Information

Department: EHCJ

Submitter

   First Name: Yvonne
   Last Name: Smith
   Phone: 3207
   Email: yvonnes

Course Prefix and Number: HS - 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: Human Services Generalist I: CWE/Practicum

Course Description:

Cooperative work experience. Supervised experience in human services including but not limited to: social service; early childhood care; criminal/juvenile justice; gerontology; and other occupations. Variable Credit: 2-6 credits. May be repeated for up to 12 credits. Required: Student Petition.

Type of Course: Career Technical Preparatory

Is this class challengeable?

Yes

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? 12

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): Human Services Generalist Programs

Are there prerequisites to this course?

Yes

Pre-reqs: HS-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?
Yes (A 'Yes' certifies you have talked with the librarian and have received approval.)*

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. demonstrate an understanding of placement site structure, mission, services, policies and procedures,
2. discuss the role and function of an entry level Human Service worker in the agency,
3. develop 1-3 additional individualized learning objectives with the CWE instructor, and fieldwork supervisor.

This course does not include assessable General Education outcomes.

Major Topic Outline:

Topics are dependent on the type of agency and the individual student's professional aspirations. General workplace issues are discussed and outlined in HS-170, Introduction to Field Experience in Human Services.

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
:

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Section #1 General Course Information

Department: EHCJ

Submitter

First Name: Yvonne
Last Name: Smith
Phone: 3207
Email: yvonnes

Course Prefix and Number: HS - 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: Human Services Generalist II: CWE/Practicum

Course Description:

Cooperative work experience level II. Supervised experience in human services including but not limited to: social service; early childhood care; criminal/juvenile justice; gerontology; and other related occupations. Variable Credit: 2-6 credits. May be repeated for up to 12 credits. Required: Student Petition.

Type of Course: Career Technical Preparatory

Is this class challengeable?

Yes

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? 12

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): Human Services Generalist Programs

Are there prerequisites to this course?

Yes

Pre-reqs: HS-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?
Yes (A 'Yes' certifies you have talked with the librarian and have received approval.)*

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. demonstrate an understanding of the processes and procedures involved in case documentation with the population served by the agency,
2. describe local inter-agency relationships and the role that the agency of placement plays with other service providers in the community,
3. develop 1-3 additional individualized student objectives with the CWE instructor and the Fieldwork supervisor.

This course does not include assessable General Education outcomes.

Major Topic Outline:

Topics will be individualized, depending on the placement agency.

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
:

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Section #1 General Course Information

Department: EHCJ

Submitter

First Name: Yvonne
Last Name: Smith
Phone: 3207
Email: yvonnes

Course Prefix and Number: HS - 282

 # 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: Human Services Generalist III: CWE/Practicum

Course Description:

Cooperative work experience level III. Supervised experience in human services including but not limited to: social service; early childhood care; criminal/juvenile justice; gerontology, and other related occupations. Variable Credit: 2-6 credits. May be repeated for up to 12 credits. Required: Student Petition.

Type of Course: Career Technical Preparatory

Is this class challengeable?

Yes

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? 12

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): Human Services Generalist Programs

Are there prerequisites to this course?

Yes

Pre-reqs: HS-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?
Yes (A 'Yes' certifies you have talked with the librarian and have received approval.)*

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. engage in internship responsibilities with increasing independence,
2. research current employment and transfer opportunities in human services fields,
3. develop 1-3 additional individualized learning objectives with the CWE instructor and fieldwork supervisor.

This course does not include assessable General Education outcomes.

Major Topic Outline:

Topics are dependent on the type of agency and the individual student's professional and academic aspirations.

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
:

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Section #1 General Course Information

Department: IDTD

Submitter

First Name: Mike
Last Name: Farrell
Phone: 1689
Email: mike.farrell

Course Prefix and Number: SM - 150

 # 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: Semiconductor Processing I

Course Description:

Provides general background knowledge on the processes required to manufacture integrated circuit devices, beginning with silicon material preparation and ending with final assembly and test of a completed device. Micro-contamination is also covered.

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 Programs

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?

✓ Fall

✓ 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 the processes and steps required to manufacture integrated circuits,
2. recognize the causes and fundamental problems with micro-contamination,
3. explain the functionality and construction of MOSFET transistors.

---

*This course does not include assessable **General Education outcomes.***

Major Topic Outline:

1. History of the Semiconductor.
2. Silicon Fabrication & Atom Structure.
3. Wafer Fabrication.
4. Photolithography- Layering.
5. Etch & Diffusion.
6. ION implantation & CVD.
7. Microcontamination.
8. N-Type MOSFET transistor.
9. P-type MOSFET transistor.
10. CMOS-FET transistor.
11. Wafer Sort, Die Separation.
12. Chip Packaging.
13. Final Chip Testing.

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
:

Course Number	Title	Implementation
TTL-101	Introduction to Professional Truck Driving &	
TTL-121	Practical Applications in Professional Truck	2021/SU
TTL-141	Transportation Customer Service Skills	
TTL-180	Transportation & Logistics/CWE	

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Date approved: February 21, 2014 Certified General Education Area(s): None

Section #1 General Course Information

Department: AUWD

Submitter

First Name: Dave
Last Name: Bradley
Phone: 3051
Email: bradleyd

Course Prefix and Number: TTL - 101

 # Credits: 8

Contact hours

Lecture (# of hours): 80
Lec/lab (# of hours):
Lab (# of hours):
Total course hours: 80

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 Professional Truck Driving & Logistics

Course Description:

Introduction to logistics and commercial vehicle operation, covering control systems, coupling procedures, cargo handling and pre-trip inspections. Covers regulations and requirements for CDL, speed management, road conditions, and accident scene management. Variable Credit: 1-8 credits.

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): Professional Truck Driver certificate

Are there prerequisites to this course?

No

Are there corequisites to this course?

Yes

Co-reqs: TTL-121

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?

✓ **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. demonstrate an understanding of the logistics industry,
2. describe pre-trip, en-route, and post-trip inspection practices;
3. describe visual search techniques for potential hazards and critical objects,
4. describe common warehouse and vehicle safety conventions,
5. describe the procedures to verify nature, amount, and condition of cargo on both pick-up and delivery; verify load is placed and tied down correctly for weight; verify information on bill of lading and properly record and report discrepancies and damage to the cargo;
6. obtain appropriate signatures on delivery receipts and other required forms; and properly prepare a manifest;
7. describe state and federal regulations regarding environmental issues and licensing,
8. comply with hours of service requirements and maintain a complete, neat, and accurate driver's daily log and logbook recap;
9. describe inventory control and stocking processes.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Control Systems.
2. Vehicle Inspections.
3. Inventory Control.
4. Distribution Channels.
5. Safety.
6. The Logistics Industry.
7. Visual Search.
8. Vehicle Communication.
9. Night Operation.
10. Hazard Perception.
11. Identification and Maintenance.
12. Diagnosing and Reporting Malfunctions.
13. Handling and Documenting Cargo.
14. Federal and CDL Requirements.
15. Accident 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

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Date approved: March 1, 2013 Certified General Education Area(s): None

Section #1 General Course Information

Department: AUWD

Submitter

First Name: David
Last Name: Bradley
Phone: 3051
Email: bradleyd

Course Prefix and Number: TTL - 121

 # Credits: 8

Contact hours

Lecture (# of hours):
Lec/lab (# of hours): 160
Lab (# of hours):
Total course hours: 160

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: Practical Applications in Professional Truck Driving & Logistics

Course Description:

Demonstration of skill development related to safe commercial vehicle operation. In-depth coverage of logistics, business processes and communication skills development. Covers delivery basics, including backing, visual search, shifting, turning, space and speed management. Variable Credit: 1-8 credits.

Type of Course: Career Technical Preparatory

Reason for the new course:

Coming forward for review, not a new course.

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): Automotive AAS

Are there prerequisites to this course?

No

Are there corequisites to this course?

Yes

Co-reqs: TTL-101

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?

✓ **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. read and interpret control systems,
2. perform vehicle inspections,
3. demonstrate effective communication skills with internal and external customers,
4. couple and uncouple trailer,
5. perform visual search,
6. check and maintain vehicle systems/components and diagnose and report malfunctions,
7. identify potential driving hazards and perform emergency maneuvers,
8. handle and document cargo,
9. describe invoicing systems and shipping logs,
10. deal with accident scenes and reporting procedures,
11. plan route from one point to another that is optimal in terms of travel time, fuel costs, potential hazards, and Federal, State, and local travel restrictions;
12. record and maintain hours of service requirements.

This course does not include assessable General Education outcomes.

Major Topic Outline:

Basic operation.
1. Orientation.
2. Control Systems.
3. Vehicle Inspections.
4. Safety.
Safe operating practices for basic operation.
1. Visual Search.
2. Vehicle Communication.
3. Tie Down.
Non-vehicle activities.
1. Handling and Documenting Cargo.
2. Environmental Issues.
3. Interpersonal Communications.
4. Accident Procedures.
5. Trip Planning.

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: 4/4

Next available term after approval
:

Clackamas Community College

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Date approved: February 6, 2015 Certified General Education Area(s): None

Section #1 General Course Information

Department: AUWD

Submitter

First Name: David
Last Name: Bradley
Phone: 3051
Email: bradley

Course Prefix and Number: TTL - 141

 # Credits: 3

Contact hours

Lecture (# of hours): 30
Lec/lab (# of hours):
Lab (# of hours):
Total course hours: 30

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: Transportation Customer Service Skills

Course Description:

Focuses on building necessary skills for outstanding customer service, including effective listening, conflict resolution, and communication. Identify internal and external customers, learn how to handle potentially unproductive interactions, and create positive experiences for all customers. Variable Credit: 1-3 credits.

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): Professional Truck Driver 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?

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? 3/3

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

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

1. interact tactfully with customers, general public, and company;
2. demonstrate effective and appropriate conversation with customers and company personnel,
3. describe the safe use of on-board communication devices,
4. ask effective questions, including clarifying questions;
5. use conflict resolution techniques to help resolve issues with others,
6. employ fatigue-reducing strategies,
7. use stress-reducing techniques.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Customer Service.
2. Listening.
3. Public Relations.
4. Conflict Resolution.
5. Communication Devices.

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

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Date approved: November 7, 2014 Certified General Education Area(s): None

Section #1 General Course Information

Department: AUWD

Submitter

First Name: Dave
Last Name: Bradley
Phone: 3051
Email: bradleyd

Course Prefix and Number: TTL - 180

 # 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: Transportation & Logistics/CWE

Course Description:

Cooperative work experience in the Transportation & Logistics field. Supervision and evaluation of the student's job performance will be provided by qualified staff of the college and employer. Variable Credit: 1-6 credits. Required: Student Petition.

Type of Course: Career Technical Preparatory

Is this class challengeable?

Yes

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?

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): Professional Truck Driver Certification

Are there prerequisites to this course?

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?

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. write learning objectives related to their major and/or work experience,
2. identify their career goals,
3. present a written or oral report on the learning objectives accomplished,
4. identify an education plan to achieve goals.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Co-op information session to include enrollment & assistance with job placement based on degree orientation.
2. Learning objectives draft aligned with degree, Co-op jobsite needs and expectations and Transportation and Logistics Co-op instructor's consultation.
3. Initial jobsite visit and company orientation to Co-op by Transportation & Logistics instructor. Meeting with supervisor, student(s) and instructor.
4. Weekly dialog with Co-op instructor as to how learning objectives are being met.
5. Final evaluation, follow-up consultation with employer.

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
:

Course Number	Title	Implementation
HOR-230L	Equipment Operation & Maintenance Lab	2021/WI

Clackamas Community College

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Section #1 General Course Information

Department: Horticulture

Submitter

First Name: April
Last Name: Chastain
Phone: 3055
Email: april.chastain@clackamas.edu

Course Prefix and Number: HOR - 230L

 # Credits: 0

Contact hours

Lecture (# of hours):
Lec/lab (# of hours):
Lab (# of hours): 33
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: Equipment Operation & Maintenance Lab

Course Description:

Lab Course for HOR-230. Must be taken concurrently with HOR-230.

Type of Course: Career Technical Preparatory

Reason for the new course:

Updated instructional method for HOR-230. We need to offer multiple lab sections for safety. The lecture portion of the course can be taught to a larger number of students. The lab needs to take into account the equipment available and the ability of the instructor to supervise and teach students how to operate power equipment while preventing accidents.

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): Horticulture AAS & Certificate, Landscape AAS & Certificate, Organic Farming Certificate, Arboriculture AAS

Are there prerequisites to this course?

No

Are there corequisites to this course?

Yes

Co-reqs: HOR-230

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:

Non-graded

Audit: No

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?

No

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 fundamentals of diesel, 2 and 4-cycle engine operation;
2. Safely operate equipment common to the industry;
3. Safely troubleshoot and perform basic maintenance on equipment;
4. Identify practices required to refine operations expertise.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Safely working with power equipment.
2. Choosing the proper tool for the job.
3. Fundamentals of engine operation.
4. Basic machine maintenance.
5. Hands on experience with power equipment like a wood chipper, rototiller, chainsaw, skid steer, and tractor.

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	**Yes**
5. Supports green services	**Yes**

Percent of course: 25%

First term to be offered:

Specify term: Winter 2021

Course	Current Hours/Credits	Proposed Hours/Credits
HOR-230	44 LE/LA/2 Credits	11 LECT, 33 LAB/2 Credits

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Section #1 General Course Information

Department: Horticulture

Submitter

  First Name: April
  Last Name: Chastain
  Phone: 3055
  Email: april.chastain

Course Prefix and Number: HOR - 230

 # Credits: 2

Contact hours

  Lecture (# of hours): 11
  Lec/lab (# of hours):
  Lab (# of hours):   33
  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: Equipment Operation & Maintenance

Course Description:

The safe selection, operation, and maintenance of power driven machines in horticultural operations. Includes hands on experience with mowing equipment, rototillers, chain saws, edgers, shears, tractors, chippers, and skid steer.

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 & Certificate, Landscape AAS & Certificate, Organic Farming Certificate, Arboriculture AAS

Are there prerequisites to this course?

No

Are there corequisites to this course?

Yes

Co-reqs: HOR-230L

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. Explain the fundamentals of diesel, 2 and 4-cycle engine operation;
2. Safely operate equipment common to the industry;
3. Safely troubleshoot and perform basic maintenance on equipment;
4. Identify practices required to refine operations expertise.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Safely working with power equipment.
2. Choosing the proper tool for the job.
3. Fundamentals of engine operation.
4. Basic machine maintenance.
5. Hands on experience with power equipment like a wood chipper, rototiller, chainsaw, skid steer, and tractor.

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	**Yes**
5. Supports green services	**Yes**

Percent of course: 10%

First term to be offered:

Specify term: Winter 2021

Major Transfer Maps

A Major Transfer Map is a major-specific pathway, common across Oregon's public higher education institutions, that allows students to transfer from an Oregon community college to an Oregon public university without loss of academic credit or the requirement to retake a successfully completed course. Each Major Transfer Map workgroup, composed mainly of institutional faculty in that major discipline, will determine the course and completion standards for that USTA. For example, Business Administration faculty will negotiate a statewide pathway from community college to university for Business Administration majors.

https://www.oregon.gov/highered/policy-collaboration/Pages/transfer-2998.aspx

https://www.oregon.gov/highered/policy-collaboration/Pages/transfer-2998-implementation-resources.aspx

https://www.oregon.gov/highered/plan-pay-for-college/Pages/transfer.aspx