

Present: Dustin Bare, Nora Brodnicki, Rick Carino, Elizabeth Carney, Amanda Coffey, Jeff Ennenga, Megan Feagles (Recorder), Eden Francis, Sharron Furno, Sue Goff, Dawn Hendricks, Kerrie Hughes (Alternate Chair), Jason Kovac, Kara Leonard, Patricia McFarland, Tracy Nelson, David Plotkin, Scot Pruyn (Chair), Cynthia Risan, Charles Siegfried, Tara Sprehe, Sarah Steidl, Dru Urbassik, Andrea Vergun, Helen Wand, Jim Wentworth-Plato

Guests: April Chastain, Eric Lee, Tana Sawzak, Shelly Tracy

Absent: ASG, George Burgess, Shalee Hodgson, Alice Lewis, Lupe Martinez, Mike Mattson, Lisa Reynolds, Terrie Sanne

1. Welcome & Introductions

2. Approval of Minutes

- a. Approval of the January 7, 2022 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. Course and Program Approvals

a. APR Course Hours, Instruction Method, Credits Change

Shelly Tracy presented

- i. APR-291IE, APR-292IE, APR-293IE, APR-294IE

1. Currently 27 lecture hours, 2 credits. Proposed to be 30 lecture, 3 credits. Current credits hours don't align with state requirement of 10-12 lecture hours = 1 credit

Motion to approve, approved

a. EMT Course Hours, Instruction Method, Credits Change

Tana Sawzak presented

- ii. EMT-109

1. Currently 22 lecture hours, 2 credits. Proposed to be 24 lecture hours. Current amount of material cannot be covered in 22 hours. Need to increase to 24.

Motion to approve, approved

b. Horticulture Amendments

April Chastain presented

- a. Organic Farming CC
b. Removing some courses from the electives and adding BA-230 to the electives. Updated total elective credits to accommodate the actual range of elective credits available. Total credits change from 53-56 to 52-56.

Motion to approve, approved

c. AS Engineering, PSU Program Amendments

- iii. Eric Lee presented

1. Due to different course requirements that resulted in excessive course waivers, Engineering would like to split up the Civil/Environmental Engineering and Electrical/Computer Engineering programs into their own programs like they used to be. No other program changes.
2. Recommended courses are not eligible for financial aid.

Motion to approve, approved

d. New Courses

- iv. CDT-240

1. Megan Feagles presented for Mike Mattson
2. Part of a proposed new drafting certificate as a result of industry need.

Motion to approve, approved

- v. FRP-269

1. Jeff Ennenga presented

2. Normally this class is taught as a workshop. Some students would like college credit for it.
Motion to approve, approved

5. Old Business

a.

6. New Business

a. Common Course Numbering

- i. David Plotkin presented
- ii. Transfer Council was established under Senate Bill 233 with a focus on transfer and articulation across the public institutions in Oregon. It is charged to develop recommendations on a common course numbering system and Major Transfer Maps.
- iii. Aligning the courses includes the title, credits, number, description, and student learning outcomes.
- iv. <https://www.oregon.gov/highered/policy-collaboration/Pages/transfer-common-course-numbering.aspx>
- v. Registrars and Curriculum Offices across the state identified about 100 of the most common transferred courses. 9 courses are expected to be aligned for the 2023-2024 year.
 1. Writing: WR-121, WR-122, WR-227, MTH-105, MTH-111
 2. Math: MTH-112, MTH-243, MTH-244
 3. Communications/Public Speaking: COMM-100

7. Closing Comments

a.

-Meeting Adjourned-

Next Meeting: February 4, 2022 (8-9:30am)

1. Course Title Change

Course	Current Title	Proposed Title

2. Course Number Change

Course	Title	Proposed Course Number

3. Outlines Reviewed for Approval

Course	Title	Implementation
ASC-176	Integrated Science Inquiry	2022/SP
ASC-177	Integrated Science Inquiry	2022/SP
HOR-246	Organic Farming and Gardening	2022/SP

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Sciences

Submitter

First Name: Polly
Last Name: Schulz
Phone: 3058
Email: pollys

Course Prefix and Number: ASC - 176

Credits: 4

Contact hours

Lecture (# of hours): 33
Lec/lab (# of hours):
Lab (# of hours): 33
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: Integrated Science Inquiry

Course Description:

An introductory lab science course for liberal arts majors in science through the use of integrated themes. The themes focus on the scientific discoveries and people that shape our understanding of the world. The course emphasizes an interdisciplinary perspective on science, collaborative scientific investigations and critical thinking. Themes have included Human Evolution, Diseases of Africa and the Lewis and Clark Expedition.

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?

Yes

Check which General Education requirement:

✓ Science & Computer Science

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: **ASC-176L**

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

Yes

Recommendations: WRD-098 or placement in WR-121

Requirements:

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

No

Will this class use library resources?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

✓ **Winter**

Is this course equivalent to another?

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

Yes

Course Number: BI-176 Title: Integrated Science Inquiry

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 communicate and comprehend basic scientific principles and concepts important to an understanding of major ideas in science, (SC1)
 2. describe the fundamental concepts of evolutionary biology and its role in shaping current scientific knowledge, (SC3)
 3. critically evaluate and apply the key concepts of evolutionary biology to humans and human diseases, present possible solutions and generate further questions; (SC1)
 4. demonstrate an ability to work individually and collaboratively to identify scientific resources, gather scientific information, critically analyze scientific information, explore ideas and present complex scientific issues;(SC2)
 5. apply scientific and technical modes of inquiry to gather and critically evaluate information about various topics important to science and society, (SC2)
 6. explore the limitations and consequences of science and its impact on human society, (SC3)
 7. integrate the concepts of natural selection, population genetics, artificial selection, speciation and extinction to describe the relationship between humans and their environment. (SC1)
-

COURSE OUTLINE MAPPING CHART

Mark outcomes addressed by the course:

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

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

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

SP: Speech/Oral Communication Outcomes

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

MA: Mathematics Outcomes:

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

AL: Arts and Letters Outcomes

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

SS: Social Science Outcomes

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

SC: Science or Computer Science Outcomes

- S** 1. Gather, comprehend, and communicate scientific and technical information in order to explore ideas, models, and solutions and generate further questions.
- S** 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.
- S** 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.

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

Outcomes Assessment Strategies:

- ✓ **General Examination**
 - ✓ **Presentations**
 - ✓ **Thesis/Research Project**
 - ✓ **Criteria**
 - ✓ **Rubrics**
 - ✓ **Journal Writing**
 - ✓ **Performances/Simulation**
 - :
- ✓ **Projects**
 - ✓ **Writing Assignments**
 - ✓ **Multiple Choice Test**

Major Topic Outline:

1. What makes something science
 - a. How do you know what you know? Critical thinking in science.
 - b. Exploring misconceptions about science, scientific research and scientific methodologies.
2. Where did life come from?
 - a. Critical analysis of the evidence to support various scientific hypotheses on the origins of complex life on earth.
 - b. Describe the basis of multicellularity and the origins of multicellular organisms.
3. Introduction to Modern Genetics
 - a. An analysis of population genetics and genetic diversity.
 - b. Identify the source of mutations and diversity and its social implications.
 - c. Examine the link between developmental genetics & embryology.
4. Natural selection
 - a. Examine the importance of natural selection in shaping human population.
 - b. Use of natural selection models to explain, predict and examine changes in human populations.
 - c. Explore the interactions between natural selection, genetic drift and diversity in human populations.
5. Speciation and the fossil record
 - a. Examine current scientific information on how species evolve.
 - b. Explore the relationship between speciation and extinction.
 - c. Critical analysis of the role of fossils and DNA analysis in tracing human evolution.
6. Why sex?
 - a. Examine the importance of meiosis and sexual reproduction in creating diversity.
 - b. Exploration of the role of sexual selection in shaping populations and behaviors.
 - c. Critical analysis of the role of innate versus learned behaviors.
 - d. Examination of various hypotheses to explain mate selection & sexual orientation.
7. Human Populations
 - a. Exploration of the role of human migration in the dissemination of human traits and diseases.
 - b. Examination of the historical, social and biological perspectives on Race and their implications for human society.
8. Science & Society
 - a. The impact of social and political decisions on science and/or science education.
9. Inquiry based investigations & presentations
 - a. Practical application of course concepts to explain the human condition as outlined in the course theme, i.e. What makes us human? Human Evolution; Exploration of the impact of specific diseases on the peoples of Africa or other selected theme topics.

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)

OSU (Oregon State University) **UO (University of Oregon)**

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

PSU--ASC 201 Science Inquiry
all others currently transfers as Gen. Ed. Science course with lab.

How does it transfer? (Check all that apply)

general education or distribution requirement

:

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

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

Other. Please explain.

An existing class already transferring.

First term to be offered:

Next available term after approval

:

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Sciences

Submitter

First Name: Polly
Last Name: Schulz
Phone: 3058
Email: pollys

Course Prefix and Number: ASC - 177

Credits: 4

Contact hours

Lecture (# of hours): 33
Lec/lab (# of hours):
Lab (# of hours): 33
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: Integrated Science Inquiry

Course Description:

An introductory laboratory course for liberal arts majors emphasizing an evolutionary approach to major topics in science through the use of integrated themes. The themes focus on the scientific discoveries and people that shape our understanding of the world. The course emphasizes an interdisciplinary perspective on science, collaborative scientific investigations and critical thinking. Themes have included Evolution & Contemporary Issues, Diseases of Africa, and the Lewis and Clark Expedition.

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?

Yes

Check which General Education requirement:

✓ Science & Computer Science

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: ASC-177L

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

Yes

Recommendations: WRD-098 or placement in WR-121

Requirements:

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

No

Will this class use library resources?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

✓ Fall

Is this course equivalent to another?

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

Yes

Course Number: BI-177 Title: Integrated Science Inquiry

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 communicate and comprehend basic scientific principles and concepts important to an understanding of modern biology, (SC1)
 2. describe the fundamental concepts of evolutionary biology and its role in shaping current scientific knowledge, (SC3)
 3. critically examine and evaluate existing and alternative scientific explanations for current scientific topics. (SC2) (SC3)
 4. demonstrate an ability to work individually and collaboratively to gather and identify scientific resources, critically evaluate information and explore ideas about various topics important to modern science and society; (SC2)
 5. apply mathematics and/or technology to accurately interpret, validate and communicate solutions to solve problems and test hypotheses; (SC1)
 6. describe the limitations and consequences of human activity on society and the environment. (SC2) (SC3)
-

COURSE OUTLINE MAPPING CHART

Mark outcomes addressed by the course:

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

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AL: Arts and Letters Outcomes

- P** 1. Interpret and engage in the Arts & Letters, making use of the creative process to enrich the quality of life.
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SS: Social Science Outcomes

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

SC: Science or Computer Science Outcomes

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

CL: Cultural Literacy Outcome

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

Outcomes Assessment Strategies:

- ✓ **General Examination**
- ✓ **Presentations**
- ✓ **Thesis/Research Project**
- ✓ **Rubrics**
- ✓ **Journal Writing**
- ✓ **Projects**
- ✓ **Writing Assignments**
- ✓ **Multiple Choice Test**

:

Major Topic Outline:

1. What makes something science.
 - a. How do you know what you know? Critical thinking in science.
 - b. Exploring misconceptions about science, scientific research and scientific methodologies.
2. Introduction to Modern Genetics.
 - a. Applying the concepts of population genetics and genetic diversity to explore important topics in science.
 - b. Mutation, diversity and its implications for disease and the ecosystem.
3. Natural and Sexual selection.
 - a. Examine the importance of natural selection in shaping populations and the environment.
 - b. Use of selection models to explain, predict and examine changes in populations and the environment.
4. Artificial selection.
 - a. The role of humans in emerging diseases.
 - b. The impact of human activities on the environment.
5. Sexual Selection and innate behaviors.
 - a. The role of sexual selection in shaping populations and behaviors.
 - b. Critical analysis of the role of innate versus learned behaviors.
6. Science and Society.
 - a. Understanding the human condition through applying scientific models and concepts to various topics important to society.
 - b. Critical analysis of evidence for the support of various scientific hypotheses and alternate scientific explanations.
 - c. Fact check---Critical analysis of scientific topics presented in the media.
 - d. The impact of social and political decisions on science.
7. Inquiry based investigations and presentations.
 - a. Practical application of course concepts in examining current scientific knowledge as outlined in the course theme, i.e. Why Evolution Matters? The Plants and Ecosystems of Africa or other selected theme topics.

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)

OSU (Oregon State University) **UO (University of Oregon)**

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

PSU--Transfers as ASC 202 Science Inquiry. UO---maps to BI-140M
All others transfers as Gen. Ed Science with lab class.

How does it transfer? (Check all that apply)

general education or distribution requirement

:

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

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

Other. Please explain.

Existing class. Already transfers.

First term to be offered:

Next available term after approval

:

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: Horticulture

Submitter

First Name: **Chris**
Last Name: **Konieczka**
Phone: **15035946213**
Email: **chrisk@clackamas.edu**

Course Prefix and Number: HOR - 246

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: Organic Farming and Gardening

Course Description:

Overview of the fundamental principles and practices of organic fruit and vegetable production in the Pacific Northwest. Oregon State University transfer course.

Type of Course: Career Technical Preparatory

Is this class challengeable?

Yes

Can this course be repeated for credit in a degree?

No

Is general education certification being sought at this time?

No

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

No

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

Yes

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

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. explain various cover cropping systems available for use,
2. describe the fundamentals of the composting process as used for organic farms and gardens,
3. list key components of the National Organic Program as applicable to a specific organic crop,
4. understand and explain why specific mulches are used in organic production,
5. describe the advantages and disadvantages of organic amendments and fertilizers acceptable for use under the National Organic Program.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Composting.
2. Intercropping.
3. Organic certification standards.
4. Utilize approved organic pest control measures.
5. Vegetable planting / harvest scheduling.
6. Mulches.
7. Cover crops.

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

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

Percent of course: 100%

First term to be offered:

Specify term: Spring 2022

February 4, 2022

Course Number	Title	Implementation
BT-174	Microsoft Digital Tools for the Professional	2022/SP

Clackamas Community College
Online Course/Outline Submission System

Section #1 General Course Information

Department: Business & Computer Science

Submitter

First Name: Beverly
Last Name: Forney
Phone: 3115
Email: Beverlyf

Course Prefix and Number: BT - 174

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: Microsoft Digital Tools for the Professional

Course Description:

Introductory course utilizing Microsoft Office 365 digital communication and collaboration tools. The material taught in this course teaches the necessary skills required in business environments that use Outlook integrated with additional Office 365 complementary digital communication and collaboration tools.

Type of Course: Lower Division Collegiate

Reason for the new course:

This course will replace BT-172 which only taught Microsoft Outlook. Course material for BT-172 is only one aspect of the current digital tools for which business professionals should be prepared to use in the workplace. This new course covers Outlook and other Office 365 communication tools.

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): AAS Admin Office Professional degree and 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: 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?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

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

1. Use email to send, open, print, reply to, and delete messages along with management and customization of email;
2. Use the calendar to schedule and edit appointments;
3. Create tasks, notes, and contacts within the email program;
4. Use of MS Teams and OneNote as collaboration tools;
5. Use OneNote as a virtual organization tool;
6. Identify and use additional productivity and networking applications included and available through Office 365;
7. Use OneDrive to manage and organize folders as well as collaborate with team members.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Outlook email (sending and receiving emails, organization of schedules and appointments, establishing task lists, maintaining contact lists);
2. Outlook email management--utilizing online vs. installed versions of the software;
3. Digital workplace integration of Teams, ToDo, and other Office 365 Apps and digital tools;
4. Utilizing OneNote to create and organize information;
5. Utilizing Teams to communicate and collaborate with teammates;
6. Management of OneDrive in order to organize folders, set syncing preferences, and share files with team members;
7. Utilize Microsoft Forms in order to create custom surveys, quizzes, polls, questionnaires;
8. Utilize the Planner in order to organize and lead team members' work and tasks.

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.

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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

:

Course Number	Title	Implementation
BT-172	Introduction to Microsoft Outlook	2022/SU

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Date approved: November 16, 2018 Certified General Education Area(s): None

Section #1 General Course Information

Department: Business & Computer Science: Business

Submitter

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

Course Prefix and Number: BT - 172

Credits: 2

Contact hours

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

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

Course Title: Introduction to Microsoft Outlook

Course Description:

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

Type of Course: Career Technical Preparatory

Is this class challengeable?

Yes

Can this course be repeated for credit in a degree?

No

Is general education certification being sought at this time?

No

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

No

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

Yes

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

Are there prerequisites to this course?

No

Are there corequisites to this course?

No

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

No

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

No

Will this class use library resources?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

✓ Spring

Is this course equivalent to another?

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

No

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

Yes

Student Learning Outcomes:

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

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

This course does not include assessable General Education outcomes.

Major Topic Outline:

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

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

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

Percent of course: 0%

First term to be offered:

Next available term after approval

:

Program	Implementation
Administrative Professional AAS	2022/SU
Administrative Assistant CC	2022/SU
Administrative Assistant Training CC	2022/SU
Integrated Marketing & Promotion CPCC	2022/SU
Marketing CC	2022/SU



COMMUNITY COLLEGE PROGRAM AMENDMENT FORM

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College:	Clackamas Community College	Date	
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CAREER LEARNING AREA

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

PROGRAM INFORMATION

<u>APPROVED</u> Program Title	<u>APPROVED</u> CIP Code (Include 7 th & 8 th digits used for OCCURS reporting.)			<u>APPROVED</u> Recognition Award	Current Credits
(For Official Program Title, refer to your directory at http://www.ode.state.or.us/search/results/?id=232)	6-digit CIP	7 th digit	8 th digit	<input checked="" type="checkbox"/> Statewide AAS (90-108 credits)	90-91
	AAS Title: Administrative Professional AAS.ADMINPRO	52.0401			
Option Title**				<input type="checkbox"/> Certificate of Completion	
Related Certificates: Administrative Assistant Certificate Administrative Assistant Training Certificate					

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

Last amendment approved on 6/4/2020

TYPE OF PROGRAM AMENDMENT

(Check ALL That Apply)

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

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

CURRICULUM AMENDMENT

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

CURRICULUM AMENDMENT							
<i>CURRENT CURRICULUM 21-22</i> [List entire curriculum as last approved]				<i>PROPOSED CURRICULUM 22-23</i> [List only course(s) to be amended]			
Course	Title	Hours	Credits	Course	Title	Hours	Credits
1 st Year							
Fall Term							
BA-101	Introduction to Business	44	4				
BA-104	Business Math	33	3				
BA-131	Introduction to Business Computing	44	4				
*WR-121	English Composition	44	4				
Winter Term							
BA-111 or BA-211	General Accounting I or Financial Accounting	33-44	3-4				
BT-120	Personal Keyboarding	33	2				
BT-121	Data Entry	11	1				
BT-124	Business Editing I	33	3				
BT-160	Word I	55	3				
Spring Term							
BT-122	Keyboarding Skillbuilding	33	2				
BT-125	Business Editing II	33	3				
BT-172	Introduction to Microsoft Outlook	33	2	REMOVE			
CS-135S	Microsoft Excel	33	3				
--	PE/Health/Safety/First Aid requirement		1				
--	Administrative Professional Program elective		4	REMOVE			
				BA-230	Social Media Marketing	44	4
				BT-174	Microsoft Digital Tools for the Professional	22	2
2 nd Year							
Fall Term							
BA-205	Business Communications with Technology	44	4				
BA-226	Business Law I	44	4				
BA-285	Human Relations in Business	44	4				
BT-262	Integrated Projects	66	4				
Winter Term							
BA-224	Human Resource Management	44	4				
BT-216	Office Procedures	44	4				
COMM-111	Public Speaking	44	4				
--	Administrative Professional program elective		4				

Spring Term							
BA-228	Computerized Accounting	33	3				
BT-161	Word II	55	3				
BT-271	Advanced Business Projects	110	4				
--	Administrative Professional program elective		6				
Administrative Professional Program Electives							
Any Business Administration (BA) or Business Technology (BT) course not included in the Administrative Professional program. Students will be encouraged to use the elective credits to focus on the following: <ul style="list-style-type: none"> • Human Resources • Accounting • Project Management • Marketing 							
Catalog Notes							
*This course will be removed from the first term IF the student is required to enroll in FYE-101. WR-121 will be rescheduled in a term conducive to a student's preference.							
TOTAL CURRENT CREDITS:			90-91	TOTAL PROPOSED CREDITS:			

College Contact	Bev Forney	Telephone No.	3115
E-Mail Address		Fax No.	
Chief Academic Officer or PTE Dean Signature		Date	1/13/22



COMMUNITY COLLEGE PROGRAM AMENDMENT FORM

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College:	Clackamas Community College	Date	
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CAREER LEARNING AREA

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

PROGRAM INFORMATION

<u>APPROVED</u> Program Title	<u>APPROVED</u> CIP Code (Include 7 th & 8 th digits used for OCCURS reporting.)			<u>APPROVED</u> Recognition Award	Current Credits
(For Official Program Title, refer to your directory at http://www.ode.state.or.us/search/results/?id=232)	6-digit CIP	7 th digit	8 th digit		
	Parent AAS Title: Administrative Professional AAS				<input type="checkbox"/> AAS
Option Title**				<input type="checkbox"/> <i>OPTION</i> to AAS Degree	
Certificate Title: <i>Within</i> AAS Degree? <input checked="" type="checkbox"/> Yes** <input type="checkbox"/> No Administrative Assistant CC.ADMINASST	52.0401			<input checked="" type="checkbox"/> CC1R Related Certificate (45-60 credits)	45-46

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

Last amendment approved on 5/15/20

TYPE OF PROGRAM AMENDMENT

(Check ALL That Apply)

<input type="checkbox"/> New Program++	<input type="checkbox"/> Curriculum Revision	<input type="checkbox"/> Revision in Program Credits
<input type="checkbox"/> Title Change for Program		<i>Proposed Total Credits:</i>
<i>Proposed AAS Title:</i>		
<i>Proposed OPTION Title:</i>		
<i>Proposed Certificate Title:</i>		
<input type="checkbox"/> SUSPENSION of Program	<i>Reason for Suspension:</i>	
Suspension Effective Date:		

CURRICULUM AMENDMENT

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

<i>CURRENT CURRICULUM 21-22</i>				<i>PROPOSED CURRICULUM 22-23</i>			
<small>[List entire curriculum as last approved]</small>				<small>[List only course(s) to be amended]</small>			
Course	Title	Hours	Credits	Course	Title	Hours	Credits
Fall Term							
BA-104	Business Math	33	3				
BA-131	Introduction to Business Computing	44	4				
BT-120	Personal Keyboarding	33	2				
BT-121	Data Entry	11	1				
*WR-121	English Composition	44	4				
Winter Term							
BA-111 Or BA-211	General Accounting I or Financial Accounting	33-44	3-4				
BT-122	Keyboarding Skillbuilding	33	2				
BT-124	Business Editing I	33	3				
BT-160	Word I	55	3				
BT-216	Office Procedures	44	4				
Spring Term							
BA-285	Human Relations in Business	44	4				
BT-125	Business Editing II	33	3				
BT-161	Word II	55	3				
BT-172	Introduction to Microsoft Outlook	33	2	REMOVE			
--	Administrative Assistant program electives		4	REMOVE			
				BA-230	Social Media Marketing	44	4
				BT-174	Microsoft Digital Tools for the Professional	22	2
Program Electives							
Any Business Administration (BA) or Business Technology (BT) course not included in the Administrative Assistant program.				REMOVE			
Catalog Notes							
*This course will be removed from the first term IF the student is required to enroll in FYE-101. WR-121 will be rescheduled in a term conducive to a student's preference.							
TOTAL CURRENT CREDITS:			45-46	TOTAL PROPOSED CREDITS:			

College Contact	Bev Forney	Telephone No.	3115
E-Mail Address		Fax No.	
Chief Academic Officer or PTE Dean Signature			Date 1/13/22



COMMUNITY COLLEGE PROGRAM AMENDMENT FORM

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<http://www.ode.state.or.us/search/results/?id=231>

College:	Clackamas Community College	Date	
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CAREER LEARNING AREA

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

PROGRAM INFORMATION

<i>APPROVED</i> Program Title <small>(For Official Program Title, refer to your directory at http://www.ode.state.or.us/search/results/?id=232)</small>	<i>APPROVED</i> CIP Code (Include 7 th & 8 th digits used for OCCURS reporting.)			<i>APPROVED</i> Recognition Award	Current Credits
	6-digit CIP	7 th digit	8 th digit		
Parent AAS Title: Administrative Professional AAS				<input type="checkbox"/> Associate of Applied Science (AAS) Degree	
Option Title**				<input type="checkbox"/> OPTION to AAS Degree	
Certificate Title: <u>Within</u> AAS Degree? <input checked="" type="checkbox"/> Yes** <input type="checkbox"/> No Administrative Assistant Training CC.ADMINTRNG	52.0401			<input type="checkbox"/> CCR Related Certificate (12-30 credits)	26

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

Last amendment approved on 05.15.20

TYPE OF PROGRAM AMENDMENT

(Check ALL That Apply)

<input type="checkbox"/> New Program++	<input type="checkbox"/> Curriculum Revision	<input type="checkbox"/> Revision in Program Credits
<input type="checkbox"/> Title Change for Program		<i>Proposed Total Credits:</i> 30
<i>Proposed AAS Title:</i>		
<i>Proposed OPTION Title:</i>		
<i>Proposed Certificate Title:</i>		
<input type="checkbox"/> SUSPENSION of Program	<i>Reason for Suspension:</i>	
Suspension Effective Date:		

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

CURRICULUM AMENDMENT

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

<i>CURRENT CURRICULUM 21-22</i>				<i>PROPOSED CURRICULUM 22-23</i>			
<small>[List entire curriculum as last approved]</small>				<small>[List only course(s) to be amended]</small>			
Course	Title	Hours	Credits	Course	Title	Hours	Credits
Fall Term							
BA-104	Business Math	33	3				
BT-120	Personal Keyboarding	33	2				
BT-121	Data Entry	11	1				
BT-160	Word I	55	3				
Winter Term							
BA-111	General Accounting I	33	3				
BT-124	Business Editing I	33	3				
BT-216	Office Procedures	44	4				
Spring Term							
BT-122	Keyboarding Skillbuilding	33	2				
BT-125	Business Editing II	33	3				
BT-172	Introduction to Microsoft Outlook	33	2	REMOVE			
				BA-230	Social Media Marketing	44	4
				BT-174	Microsoft Digital Tools for the Professional	22	2
TOTAL CURRENT CREDITS:			26	TOTAL PROPOSED CREDITS:			30

College Contact	Bev Forney	Telephone No.	3115
E-Mail Address		Fax No.	
Chief Academic Officer or PTE Dean Signature			Date 1/13/22



COMMUNITY COLLEGE PROGRAM AMENDMENT FORM

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College:	Clackamas Community College	Date	
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CAREER LEARNING AREA

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

PROGRAM INFORMATION

<u>APPROVED</u> Program Title <small>(For Official Program Title, refer to your directory at http://www.ode.state.or.us/search/results/?id=232)</small>	<u>APPROVED</u> CIP Code <small>(Include 7th & 8th digits used for OCCURS reporting.)</small>			<u>APPROVED</u> Recognition Award	Current Credits
	6-digit CIP	7 th digit	8 th digit		
AAS Title: Marketing Certificate				<input type="checkbox"/> Associate of Applied Science (AAS) Degree	
Option Title**				<input type="checkbox"/> OPTION to AAS Degree	
Certificate Title: <i>Within</i> AAS Degree? <input checked="" type="checkbox"/> Yes** <input type="checkbox"/> No Integrated Marketing & Promotion CC.INTMARKPRO	52.1401			<input checked="" type="checkbox"/> Career Pathway (12-44)	16

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

TYPE OF PROGRAM AMENDMENT

(Check ALL That Apply)


<input type="checkbox"/> New Program++	<input type="checkbox"/> Curriculum Revision	<input type="checkbox"/> Revision in Program Credits
<input type="checkbox"/> Title Change for Program		<i>Proposed Total Credits:</i> 20
<i>Proposed AAS Title:</i>		
<i>Proposed OPTION Title:</i>		
<i>Proposed Certificate Title:</i>		
<input type="checkbox"/> SUSPENSION of Program	<i>Reason for Suspension:</i>	
Suspension Effective Date:		

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

CURRICULUM AMENDMENT

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

<i>CURRENT CURRICULUM 21-22</i>				<i>PROPOSED CURRICULUM 22-23</i>			
[List entire curriculum as last approved]				[List only course(s) to be amended]			
Course	Title	Hours	Credits	Course	Title	Hours	Credits
Integrated Marketing & Promotion Career Pathway Certificate							
BA-223	Principles of Marketing	44	4				
BA-238	Sales	44	4				
BA-239	Advertising	44	4				
BA-261	Consumer Behavior	44	4				
				BA-230	Social Media Marketing	44	4
Catalog Notes							
Courses in this program can be applied to satisfy requirements in the Marketing certificate.							
TOTAL CURRENT CREDITS:			16	TOTAL PROPOSED CREDITS:			20

College Contact	Bev Forney	Telephone No.	
E-Mail Address		Fax No.	
Chief Academic Officer or PTE Dean Signature		Date	1/13/22



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College:	Clackamas Community College	Date	
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CAREER LEARNING AREA

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

PROGRAM INFORMATION

<u>APPROVED</u> Program Title	<u>APPROVED</u> CIP Code (Include 7 th & 8 th digits used for OCCURS reporting.)			<u>APPROVED</u> Recognition Award	Current Credits
(For Official Program Title, refer to your directory at http://www.ode.state.or.us/search/results/?id=232)	6-digit CIP	7 th digit	8 th digit		
	AAS Title:				<input type="checkbox"/> Associate of Applied Science (AAS) Degree
Related Certificates: Integrated Marketing & Promotion CP				<input type="checkbox"/> OPTION to AAS Degree	
Certificate Title: <u>Within</u> AAS Degree? <input type="checkbox"/> Yes** <input checked="" type="checkbox"/> No Marketing CC.MARKETING	52.1401			<input checked="" type="checkbox"/> CC1 (45-60 credits)	46

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

Last amendment approved on 12.07.2018

TYPE OF PROGRAM AMENDMENT

(Check ALL That Apply)

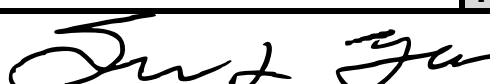
<input type="checkbox"/> New Program++	<input type="checkbox"/> Curriculum Revision	<input type="checkbox"/> Revision in Program Credits
<input type="checkbox"/> Title Change for Program		<i>Proposed Total Credits:</i> 47
<i>Proposed AAS Title:</i>		
<i>Proposed OPTION Title:</i>		
<i>Proposed Certificate Title:</i>		
<input type="checkbox"/> SUSPENSION of Program	<i>Reason for Suspension:</i>	
Suspension Effective Date:		

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

CURRICULUM AMENDMENT

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

<i>CURRENT CURRICULUM 21-22</i>				<i>PROPOSED CURRICULUM 22-23</i>			
<small>[List entire curriculum as last approved]</small>				<small>[List only course(s) to be amended]</small>			
Course	Title	Hours	Credits	Course	Title	Hours	Credits
Marketing Certificate							
Fall Term							
BA-101	Introduction to Business	44	4				
BA-104	Business Math	33	3				
BA-131	Introduction to Business Computing	44	4				
WR-121	English Composition	44	4				
Winter Term							
BA-156	Business Forecasting	33	3	REMOVE			
BA-223	Principles of Marketing	44	4				
BA-239	Advertising	44	4				
BA-285	Human Relations in Business	44	4				
				BA-230	Social Media Marketing	44	4
Spring Term							
BA-205	Business Communications with Technology	44	4				
BA-226	Business Law I	44	4				
BA-238	Sales	44	4				
BA-261	Consumer Behavior	44	4				
Catalog Notes							
Courses in this program can be applied to satisfy elective requirements in the Business AAS degree.							
TOTAL CURRENT CREDITS:			46	TOTAL PROPOSED CREDITS:			47

College Contact		Telephone No.	
E-Mail Address		Fax No.	
Chief Academic Officer or PTE Dean Signature		Date	1/13/22

Program	Implementation
AAOT Elementary Education	2022/SU

AAOT Elementary Education

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

1. apply critical thinking to analyze social issues necessary to support the function of public education;
2. describe culturally-responsive pedagogy and integration of social justice into a teaching philosophy;
3. identify the ethics and responsibilities necessary to obtain a professional license in the teaching field and clarify career confirmation.

Course Number	Title	Implementation
FRP-295	Advanced Incident Command System (I-400)	2022/SP

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

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 - 295

Credits: 2

Contact hours

Lecture (# of hours): 20
Lec/lab (# of hours):
Lab (# of hours):
Total course hours: 20

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 Incident Command System (I-400)

Course Description:

This course provides the student with the advanced level instruction and application of the functional positions and organizations found within the Incident Command System(ICS). Through exercises, the students will apply the functional titles and positions within ICS in order to identify and address incident or events needs and define the inter-agency coordination required to effectively manage large scale incidents or events.

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): Elective AAS.FSWildland, Elective CC,FSWildland

Are there prerequisites to this course?

Yes

Pre-reqs: FRP-294 (I-300)

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

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

Are there corequisites to this course?

No

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

No

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

No

Will this class use library resources?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

✓ 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. define Incident Command System (ICS) and National Incident Management System (NIMS) in relation to emergency management,
2. demonstrate the implementation of the incident management process on a complex incident,
3. define and apply the management process during multiple incidents,
4. identify the inter-agency coordination process with ICS that serves to provide effective incident management.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Fundamentals review for command and general staff.
2. Major or complex incident/event management.
3. Area command.
4. Multi agency coordination.

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

:



February 4, 2022

Course	Current Hours/Credits	Proposed Hours/Credits
CDT-130	44 LE/LA/2 Credits	66 LE/LA/3 Credits

Clackamas Community College
Online Course/Outline Submission System

Show changes since last approval in red

Section #1 General Course Information

Department: IDTD

Submitter

First Name: Mike
Last Name: Mattson
Phone: 3322
Email: mattsonm@clackamas.edu

Course Prefix and Number: CDT - 130

Credits: 3

Contact hours

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

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

Course Title: Introduction to Fusion

Course Description:

This course is an introduction to parametric modeling in Autodesk Fusion. Students will design 3-D solid parts and assemblies and then develop 2-D drawing and CNC machining processes from these models.

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): 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: 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. create sketches on existing planes and create 2-D geometry,
2. extrude, cut and sweep 2-D geometry to create 3-D solid models;
3. apply geometric relationships between sketch elements,
4. loft and revolve 2-D geometry to create 3-D solids models,
5. apply mating relationships to 3-D elements in an assembly,
6. create 2-D documentation of 3-D solid models,
7. model CNC machining processes and generate G&M code.

This course does not include assessable General Education outcomes.

Major Topic Outline:

Opening sketches on existing planes and orientating the screen to that plane.
Sketching lines and tangent arcs, defining their length and relationship to other sketch entities.
Creating fillets and chamfers on parts.
Creating revolved solids.
Creating hole features, patterns of holes and mirroring features.
Creating a part using revolve, loft, extrude and fillet/chamfer.
Using the sweep tool, creating helices, and using Shell to create hollow parts.
Creating 2-D documentation from the 3-D parts.
Assemblies from existing parts.
Generating CNC code from model.

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

:

Program	Implementation
Nursing (RN) AAS	2022/SU



COMMUNITY COLLEGE PROGRAM AMENDMENT FORM

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

This form should be completed electronically and the boxes will expand to accommodate text.

Current instructions, forms, handouts and other useful resources are located at

<http://www.ode.state.or.us/search/results/?id=231>

College:	Clackamas Community College	Date	
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CAREER LEARNING AREA

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

PROGRAM INFORMATION

<u>APPROVED</u> Program Title <small>(For Official Program Title, refer to your directory at http://www.ode.state.or.us/search/results/?id=232)</small>	<u>APPROVED</u> CIP Code <small>(Include 7th & 8th digits used for OCCURS reporting.)</small>			<u>APPROVED</u> Recognition Award	Current Credits
	<u>6-digit CIP</u>	<u>7th digit</u>	<u>8th digit</u>		
AAS Title: Nursing (RN) AAS.NURING, NA.PRENURSE	51.3801			<input checked="" type="checkbox"/> Statewide AAS (90-108 credits)	90-93
Option Title**				<input type="checkbox"/> <i>OPTION to AAS Degree</i>	
Certificate Title: <u>Within</u> AAS Degree? <input type="checkbox"/> Yes** <input type="checkbox"/> No				<input type="checkbox"/> Certificate of Completion	

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

Last amendment approved on 1/29/21

TYPE OF PROGRAM AMENDMENT

(Check ALL That Apply)

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


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

CURRICULUM AMENDMENT

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

<i>CURRENT CURRICULUM 21-22</i> [List entire curriculum as last approved]				<i>PROPOSED CURRICULUM 22-23</i> [List only course(s) to be amended]			
Course Number	Course Title	Clock Hours	Credits	Course Number	Course Title	Clock Hours	Credits
First Term							
BI-112* Or Biology with genetics	General Biology for Health Sciences Biology with Genetics	66-77	4-5				
NRS-110	Foundations of Nursing - Health Promotion	55	5				
NRS-110C	Foundations of Nursing - Health Promotion Clinical	120	4				
NRS-230	Clinical Pharmacology I	33	3				
PE-185**	Physical Education	33	1				
Second Term							
NRS-111	Foundations of Nursing in Chronic Illness I	33	3				
NRS-111C	Foundations of Nursing in Chronic Illness I Clinical	90	3				
NRS-231	Clinical Pharmacology II	33	3				
NRS-232	Pathophysiological Processes I	33	3				
Third Term							
NRS-112	Foundations of Nursing in Acute Care I	22	2				
NRS-112C	Foundations of Nursing in Acute Care I Clinical	120	4				
NRS-233	Pathophysiological Processes II	33	3				
--	Arts & Letters, Social Science or Natural Science electives, if needed		3				
Summer Term Option							
BI-112* Or Biology with Genetics	General Biology for Health Sciences or Biology with Genetics	66	4-5				
Fourth Term							
NRS-222	Nursing in Acute Care II & End of Life	44	4				
NRS-222C	Nursing in Acute Care II & End of Life Clinical	150	5				
--	Arts & Letters, Social Science or Natural Science electives, if needed		6				
Fifth Term							
NRS-221	Chronic Illness II and End of Life	44	4				

NRS-221C	Chronic Illness II and End of Life Clinical	150	5				
--	Arts & Letters, Social Science or Natural Science electives, if needed		6				
Sixth Term							
NRS-224	Integrative Practicum	22	2				
NRS-224C	Integrative Practicum Clinical	210	7				
WR-222*** Or WR-227	English Composition or Technical Report Writing	44	4				
--	Arts & Letters, Social Science or Natural Science electives, if needed		4				
Catalog Notes							
*BI-112 meets the Biology with genetics requirement and must be completed prior to start of second year of nursing program.							
**Current Basic Life Support (AHA) is required throughout the nursing program and meets PE requirement.							
***Required only if 8 credit writing requirement not previously met.							
<ul style="list-style-type: none"> Students must achieve C or higher grades in all required courses (including prerequisites/preparatory courses) prior to advancing to the next term. Core curriculum is sequential and may not be taken out of order. Core nursing curriculum is intended to be completed in two academic years for an AAS degree. 							
Approved Courses to Meet Prerequisite/Elective Credit Requirements for the Nursing Program							
NOTE: All electives must be taken at the 100 level or higher unless otherwise noted.							
Humanities (Arts & Letters)							
Courses used in this area must be at least three credits. Select courses with a prefix of: ASL, FR, GER, SPN (other world languages are accepted; languages must be 200 level) ART, DMC, ENG, HUM, J, MUP, MUS, PHL, R, TA COMM (courses numbered COMM-126 and above) WR (except WR-101, 121, 122, or 227)							
Social Science							
Courses used in this area must be at least three credits. Select courses with a prefix of: ANT, EC, GEO, HST, PS, PSY, SOC, SSC, WS							
Natural Sciences (Science/Math/Computer Science)							
Courses used in this area must be at least six credits. Select courses with a prefix of: ASC, BI (except BI-160, BI-163, BI-165C), CH (except CH-150), CS, ESR, G, GS, MTH (MTH-095 accepted), PH, Z							
Nursing							
NUR-160	Fluid and Electrolytes	22	2				
NUR-217	Basic EKG Interpretation I	11	1	REMOVE			
NUR-218	Basic EKG Interpretation II	22	1	REMOVE			
TOTAL CURRENT CREDITS:			90-93	TOTAL PROPOSED CREDITS:			

College Contact	Carol Dodson	Telephone No.	
E-Mail Address		Fax No.	
Chief Academic Officer or PTE Dean Signature			Date 1/21/22

Program	Implementation
AS, English, PSU	2022/SU



COMMUNITY COLLEGE ASSOCIATE OF SCIENCE AREA OF EMPHASIS AMENDMENT FORM

This form should be completed electronically and the boxes will expand to accommodate text.

College:	Clackamas Community College	Date:	
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CAREER LEARNING AREA	
<input type="checkbox"/> Ag, Food & Natural Resource Systems	<input type="checkbox"/> Health Services
<input type="checkbox"/> Arts, Information & Communications	<input type="checkbox"/> Human Resources
<input type="checkbox"/> Business & Management	<input type="checkbox"/> Industrial & Engineering Systems

PROGRAM INFORMATION					
<i>APPROVED</i> Program Title	<i>APPROVED</i> CIP Code <small>(Include 7th & 8th digits used for OCCURS reporting.)</small>			<i>APPROVED</i> Recognition Award	Current Credits
	<i>6-digit CIP</i>	<i>7th digit</i>	<i>8th digit</i>		
AS Area of Emphasis Title: English AS.PSUENGLISH				Associate of Applied Science Area of Emphasis	93-94
Partnering Institution Name Portland State University					

Last amendment approved on 02.07.2020

TYPE OF PROGRAM AMENDMENT <small>(Check ALL That Apply)</small>			
<input type="checkbox"/> New Agreement	<input type="checkbox"/> Curriculum Revision	<input type="checkbox"/> Revision in Program Credits	
		<i>Proposed Total Credits:</i>	95-99
<input type="checkbox"/> SUSPENSION of Program	<i>Reason for Suspension:</i>		
Suspension Effective Date:			

CURRICULUM AMENDMENT

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

CURRENT CURRICULUM 21-22 [List entire curriculum as last approved]				PROPOSED CURRICULUM 22-23 [List only course(s) to be amended]			
Course	Title	Hours	Credits	Course	Title	Hours	Credits
Program Requirements – First Year							
Fall Term							
ASL-101 or FR-101 or SPN-101	American Sign Language I or First-Year French I or First-Year Spanish I	44	4				
ENG-201 or ENG-204	Shakespeare or British Literature: Ancient to Enlightenment	44	4				
MTH-105 or MTH-111 or MTH-112 or MTH-251 or MTH-252	Math in Society or College Algebra or Trigonometry and Pre- Calculus or Calculus I or Calculus II	44-55	4-5				
WR-121	English Composition	44	4				
Winter Term							
ASL-102 or FR-102 or SPN-102	American Sign Language or First-Year French II or First-Year Spanish II	44	4				
ENG-202 or ENG-205 or ENG-253	Shakespeare or British Literature: Romantic to Contemporary or American Literature: Pre- Columbian to Civil War	44	4				
WR-122	English Composition	44	4				
--	Social Science Elective		4	--	Social Science Elective		3-4
Spring Term							
ASL-103 or FR-103 or SPN-103	American Sign Language or First-Year French III or First-Year Spanish III	44	4				
ENG-270	Introduction to Literary Criticism	44	4				
WR-222 or WR-140	English Composition or Introduction to Writing Creatively	44	4	WR-222 or WR-240	English Composition or Creative Nonfiction Writing I	44	4
--	Science Elective		4	--	Science Elective		4-5
Program Requirements – Second Year							
Fall Term							
ASL-201 or FR-201 or SPN-201	Second-Year American Sign Language I or Second-Year French I or Second-Year Spanish I	44	4				

WR-248	Bookmaking: Design and Layout	44	4				
--	200-Level Creative Writing Elective		4	WR-140 Or 200-Level Creative Writing Elective	Introduction to Writing Creatively	44	4
--	Social Science Elective		4	--	Social Science Elective		3-4
Winter Term							
ASL-202 or FR-202 or SPN-202	Second-Year American Sign Language II or Second-Year French II or Second-Year Spanish II	44	4				
WR-246	Editing & Publishing	44	4				
WR-265	Digital Storytelling	44	4				
WR-244 or WR-245 or WR-263	Fiction Writing II or Poetry Writing II or Screenwriting II	44	4	Move to Spring Term			
				WR-241 Or WR-242	Fiction Writing I Or Poetry Writing I	44	4
Spring Term							
ASL-203 or FR-203 or SPN-203	Second-Year American Sign Language III or Second-Year French III or Second-Year Spanish III	44	4				
ENG-297	A.S. Degree Portfolio	11	1				
--	English elective		8				
				WR-244 or WR-245 or WR-247 or WR-263	Fiction Writing II or Poetry Writing II Or Playwriting II or Screenwriting II	44	4
Social Science Elective							
ANT-102; EC-201, 202; HST-101, 102, 103, 201, 202, 203; PS-200, 203, 204, 205; PSY-101, 205; SOC-204; WS-101;							
Science Electives							
BI-101, 102, 103, 112, 234; CH-104, 105, 106, 150, 221, 222, 223; ESR-171, 172, 173; G-201, 202, 203; PH-121, 122, 123, 201, 202, 203, 211, 212, 213;							
English Program Electives							
ENG-104, 105, 106, 107, 108, 109, 116, 121, 130, 194, 195, 213, 218, 225, 226, 230, 250, 251, 252, 255, 260, 261, 266, 295; WR-270;				ENG-104, 105, 106, 107, 108, 109, 116, 121, 130, 194, 195, 213, 218, 225, 226, 230, 250, 251, 252, 254, 255, 260, 261, 266, 295; WR-268, 270;			
200-Level Creative Writing Electives							
WR-240, 241, 243, 262;							
TOTAL CURRENT CREDITS:			93-94	TOTAL PROPOSED CREDITS:			95-99

College Contact		Telephone No.	
E-Mail Address		Fax No.	
Chief Academic Officer <i>or</i> CTE Dean Signature	Tara Sprehe via email		Date 1/31/22

February 4, 2022

Program	Implementation
Computer & Network Administration AAS	2022/SU
Computer & Network Administration CC	2022/SU
Computer Application Specialist CC	2022/SU
Web Design & Development AAS	2022/SU
Web Design CC	2022/SU



COMMUNITY COLLEGE PROGRAM AMENDMENT FORM

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<http://www.ode.state.or.us/search/results/?id=231>

College:	Clackamas Community College	Date	
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CAREER LEARNING AREA

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

PROGRAM INFORMATION

<u>APPROVED</u> Program Title	<u>APPROVED</u> CIP Code (Include 7 th & 8 th digits used for OCCURS reporting.)			<u>APPROVED</u> Recognition Award	Current Credits
(For Official Program Title, refer to your directory at http://www.ode.state.or.us/search/results/?id=232)	6-digit CIP	7 th digit	8 th digit		
AAS Title: Computer & Network Administration AAS.COMPNETADMIN	11.0901			<input checked="" type="checkbox"/> AAS (90-108 credits)	93-98
Option Title**				<input type="checkbox"/> <i>OPTION</i> to AAS Degree	
Certificate Title: <i>Within</i> AAS Degree? <input type="checkbox"/> Yes** <input type="checkbox"/> No Related Program: Computer & Network Administration Certificate				<input type="checkbox"/> Certificate of Completion	

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

CS-150 updated to CS-160, plus one credit, on 06.04.18 (no approval)

TYPE OF PROGRAM AMENDMENT

(Check **ALL** That Apply)

<input type="checkbox"/> New Program++	<input type="checkbox"/> Curriculum Revision	<input type="checkbox"/> Revision in Program Credits
<input type="checkbox"/> Title Change for Program		<i>Proposed Total Credits:</i>
<i>Proposed AAS Title:</i>		
<i>Proposed OPTION Title:</i>		
<i>Proposed Certificate Title:</i>		
<input type="checkbox"/> SUSPENSION of Program	<i>Reason for Suspension:</i>	
Suspension Effective Date:		

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

CURRICULUM AMENDMENT

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

CURRENT CURRICULUM 21-22


[List entire curriculum as last approved]

PROPOSED CURRICULUM 22-23

[List only course(s) to be amended]

Course	Title	Hours	Credits	Course	Title	Hours	Credits
Computer & Network Administration Associate of Applied Science: 1 st Year							
Fall Term							
CS-140	Introduction to Operating Systems	44	4				
CS-160	Computer Science Orientation	44	4	REMOVE			
CS-225	Computer End User Support	44	3				
CS-227	Computer Hardware & Repair	66	4				
				--	Computer & Network Administration program elective		4
Winter Term							
CS-151	Networking I	66	4				
CS-228	Computer OS Maintenance & Repair	66	4				
CS-240W	Windows Desktop Administration	55	3				
WR-101 Or WR-121	Communication Skills: Occupational Writing or English Composition	33- 44	3-4				
Spring Term							
CS-152	Networking II	66	4				
CS-240L	Linux Administration I	44	4				
CS-279W	Windows Server Administration	60	4				
Summer Term							
CS-125H	HTML & Web Site Design	33	3				
CS-280	Computer Science/CWE	108	3				
--	Computation requirement (see page 82)		3				
--	Human Relations requirement (see page 82)		3-4				
Computer & Network Administration Association of Applied Science Degree: 2 nd Year							
Fall Term							
CS-135DB	Microsoft Access	33	3				
CS-280	Computer Science/CWE	108	3				
--	Computer & Network Administration program elective		6-8				
--	PE/Health/Safety/First Aid requirement (see page 82)		1				

Winter Term							
CS-240M	macOS Administration	55	3				
CS-275	Database Design	33	3				
CS-284	Network Security	66	3				
CS-288W	Windows Network Administration	66	4				
Spring Term							
CS-280	Computer Science/CWE	108	3				
CS-289	Web Server Administration	66	4	REMOVE			
CS-297N	Networking Capstone	66	4				
--	Computer & Network Administration program elective		3-4	--	Computer & Network Administration program elective		7-8
Computer & Network Administration Program Electives							
BA-101 Or BA-103 Or BA-120	Introduction to Business or Business Strategies for Computer Consultants or Project Management Fundamentals	33-44	3-4				
BA-131	Introduction to Business Computing	44	4	REMOVE			
BT-177	Microsoft Project	33	3				
--	Any computer science course numbered CS-125 or higher		3-4				
TOTAL CURRENT CREDITS:			93-98	TOTAL PROPOSED CREDITS:			

College Contact	Rick Carino	Telephone No.	3167
E-Mail Address		Fax No.	
Chief Academic Officer or PTE Dean Signature		Date	1/26/22



COMMUNITY COLLEGE PROGRAM AMENDMENT FORM

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

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College:	Clackamas Community College	Date	
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CAREER LEARNING AREA

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

PROGRAM INFORMATION

<u>APPROVED</u> Program Title <small>(For Official Program Title, refer to your directory at http://www.ode.state.or.us/search/results/?id=232)</small>	<u>APPROVED</u> CIP Code (Include 7 th & 8 th digits used for OCCURS reporting.)			<u>APPROVED</u> Recognition Award	<u>Curren</u> <u>t</u> Credits
	<u>6-digit CIP</u>	<u>7th digit</u>	<u>8th digit</u>		
AAS Title: Computer & Network Administration AAS				<input type="checkbox"/> Associate of Applied Science (AAS) Degree	
Option Title**				<input type="checkbox"/> OPTION to AAS Degree	
Certificate Title: <u>Within</u> AAS Degree? <input checked="" type="checkbox"/> Yes** <input type="checkbox"/> No Computer & Network Administration CC.COMPNETADMIN	11.0901			<input checked="" type="checkbox"/> CC1R Related Certificate (45-60 credits)	53-55

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

CS-150 updated to CS-160, plus one credit, on 06.04.18 (no approval)

TYPE OF PROGRAM AMENDMENT

(Check ALL That Apply)

<input type="checkbox"/> New Program++	<input type="checkbox"/> Curriculum Revision	<input type="checkbox"/> Revision in Program Credits
<input type="checkbox"/> Title Change for Program		Proposed Total Credits: 52-55
Proposed AAS Title:		
Proposed OPTION Title:		
Proposed Certificate Title:		
<input type="checkbox"/> SUSPENSION of Program	<i>Reason for Suspension:</i>	
Suspension Effective Date:		

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

CURRICULUM AMENDMENT

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

CURRENT CURRICULUM 21-22

[List entire curriculum as last approved]

PROPOSED CURRICULUM 22-23

[List only course(s) to be amended]

Course	Title	Hours	Credits	Course	Title	Hours	Credits
Computer & Network Administration Certificate							
Fall Term							
CS-140	Introduction to Operating Systems	44	4				
CS-160	Computer Science Orientation	44	4	REMOVE			
CS-225	Computer End User Support	44	3				
CS-227	Computer Hardware & Repair	66	4				
				--	Computer & Network Administration program elective		3-4
Winter Term							
CS-151	Networking I	66	4				
CS-228	Computer OS Maintenance & Repair	66	4				
CS-240W	Windows Desktop Administration	55	3				
WR-101 Or WR-121	Communication Skills: Occupational Writing or English Composition	33- 44	3-4				
Spring Term							
CS-152	Networking II	66	4				
CS-240L	Linux Administration I	44	4				
CS-279W	Windows Server Administration	60	4				
Summer Term							
CS-125H	HTML & Web Site Design	33	3				
CS-280	Computer Science/CWE	108	3				
--	Computation requirement (see page 82)		3				
--	Human Relations requirement (see page 82)		3-4				
Computer & Network Administration Program Electives							
				BA-101 Or BA-103 Or BA-120	Introduction to Business or Business Strategies for Computer Consultants or Project Management Fundamentals	33-44	3-4
				BT-177	Microsoft Project	33	3

				--	Any computer science course numbered CS-125 or higher		3-4
TOTAL CURRENT CREDITS:				53-55	TOTAL PROPOSED CREDITS:		52-55

College Contact	Rick Carino	Telephone No.	3167
E-Mail Address		Fax No.	
Chief Academic Officer or PTE Dean Signature			Date 1/26/22



COMMUNITY COLLEGE PROGRAM AMENDMENT FORM

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

This form should be completed electronically and the boxes will expand to accommodate text.

Current instructions, forms, handouts and other useful resources are located at

<http://www.ode.state.or.us/search/results/?id=231>

College:	Clackamas Community College	Date	
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CAREER LEARNING AREA

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

PROGRAM INFORMATION

<u>APPROVED</u> Program Title <small>(For Official Program Title, refer to your directory at http://www.ode.state.or.us/search/results/?id=232)</small>	<u>APPROVED</u> CIP Code <small>(Include 7th & 8th digits used for OCCURS reporting.)</small>			<u>APPROVED</u> Recognition Award	Current Credits
	<u>6-digit CIP</u>	<u>7th digit</u>	<u>8th digit</u>		
AAS Title:				<input type="checkbox"/> Associate of Applied Science (AAS) Degree	
Option Title**				<input type="checkbox"/> OPTION to AAS Degree	
Certificate Title: <i>Within</i> AAS Degree? <input checked="" type="checkbox"/> Yes** <input type="checkbox"/> No Computer Application Specialist CC.COMPAPPSPECIAL	11.0202			<input checked="" type="checkbox"/> CC1 Certificate (45-60 credits)	53-54

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

Last amendment approved on 06.01.18

TYPE OF PROGRAM AMENDMENT

(Check ALL That Apply)

<input type="checkbox"/> New Program++	<input type="checkbox"/> Curriculum Revision	<input type="checkbox"/> Revision in Program Credits
<input type="checkbox"/> Title Change for Program		<i>Proposed Total Credits:</i> 52-54
<i>Proposed AAS Title:</i>		
<i>Proposed OPTION Title:</i>		
<i>Proposed Certificate Title:</i>		
<input type="checkbox"/> SUSPENSION of Program	<i>Reason for Suspension:</i>	
Suspension Effective Date:		

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

CURRICULUM AMENDMENT

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

<i>CURRENT CURRICULUM 21-22</i>				<i>PROPOSED CURRICULUM 22-23</i>			
[List entire curriculum as last approved]				[List only course(s) to be amended]			
Course	Title	Hours	Credits	Course	Title	Hours	Credits
Fall Term							
CS-140	Introduction to Operating Systems	44	4				
CS-160	Computer Science Orientation	44	4	REMOVE			
CS-227	Computer Hardware & Repair	66	4				
WR-101 or WR-121	Communication Skills: Occupational Writing or English Composition	33- 44	3-4				
				--	Computer Application Specialist program electives		3-4
Winter Term							
CS-135S	Microsoft Excel	33	3				
CS-135W	Microsoft Word	33	3				
CS-151	Networking I	66	4				
CS-240W	Windows Desktop Administration	55	3				
Spring Term							
BA-103	Business Strategies for Computer Consultants	33	3				
CS-135DB	Microsoft Access	33	3				
CS-225	Computer End User Support	44	3				
CS-240L	Linux Administration I	44	4				
Summer Term							
CS-125H	HTML & Web Site Design	33	3				
CS-280	Computer Science/CWE	108	3				
--	Computation requirement (see page 82)		3				
--	Human Relations requirement (see page 82)		3				
Computer Application Specialist Program Electives							
				BA-101 Or BA-103 Or BA-120	Introduction to Business or Business Strategies for Computer Consultants or Project Management Fundamentals	33-44	3-4
				BT-177	Microsoft Project	33	3

				--	Any computer science course numbered CS-125 or higher		3-4
TOTAL CURRENT CREDITS:				53-54	TOTAL PROPOSED CREDITS:		52-54

College Contact	Debra Carino	Telephone No.	3170
E-Mail Address		Fax No.	
Chief Academic Officer or PTE Dean Signature			Date 1/26/22



COMMUNITY COLLEGE PROGRAM AMENDMENT FORM

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

This form should be completed electronically and the boxes will expand to accommodate text.

Current instructions, forms, handouts and other useful resources are located at

<http://www.ode.state.or.us/search/results/?id=231>

College:	Clackamas Community College	Date	
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CAREER LEARNING AREA

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

PROGRAM INFORMATION

<u>APPROVED</u> Program Title	<u>APPROVED</u> CIP Code (Include 7 th & 8 th digits used for OCCURS reporting.)			<u>APPROVED</u> Recognition Award	Current Credits
(For Official Program Title, refer to your directory at http://www.ode.state.or.us/search/results/?id=232)	6-digit CIP	7 th digit	8 th digit		
	AAS Title: Web Design & Development AAS.WEBDESIGNDEV	11.1004			<input checked="" type="checkbox"/> AAS (90-108 credits)
Option Title**				<input type="checkbox"/> <i>OPTION</i> to AAS Degree	
Related Certificates: Web Design Certificate				<input type="checkbox"/> Certificate of Completion	

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

Last amendment approved on 01.29.21

TYPE OF PROGRAM AMENDMENT

(Check ALL That Apply)

<input type="checkbox"/> New Program++	<input type="checkbox"/> Curriculum Revision	<input type="checkbox"/> Revision in Program Credits
<input type="checkbox"/> Title Change for Program		<i>Proposed Total Credits:</i>
<i>Proposed AAS Title:</i>		
<i>Proposed OPTION Title:</i>		
<i>Proposed Certificate Title:</i>		
<input type="checkbox"/> SUSPENSION of Program	<i>Reason for Suspension:</i>	
Suspension Effective Date:		

CURRICULUM AMENDMENT

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

CURRENT CURRICULUM 21-22

[List entire curriculum as last approved]

PROPOSED CURRICULUM 22-23

[List only course(s) to be amended]

Course	Title	Hours	Credits	Course	Title	Hours	Credits
Web Design & Development Associate of Applied Science Degree: 1 st Year							
Fall Term							
ART-225	Computer Graphics I	66	3				
CS-125H	HTML & Web Site Design	33	3				
CS-140	Introduction to Operating Systems	44	4				
CS-160	Computer Science Orientation	44	4	REMOVE			
				--	Web Design & Development program elective		4
Winter Term							
CS-133S	Introduction to JavaScript & Server-Side Scripting	33	3				
CS-151 Or CS-275	Networking I Or Database Design	33-66	3-4				
CS-181	CMS Web Development	33	3				
--	Web Design & Development program elective		3				
Spring Term							
ART-226	Computer Graphics II	66	3				
CS-135I	Advanced Web Design with Dreamweaver	33	3				
CS-234J	jQuery Web Development	33	3				
CS-234P	PHP/MySQL Web Development	33	3				
Summer Term							
CS-280	Computer Science/CWE	108	3				
MTH-065 Or higher	Algebra II or higher level of math	44	4-5				
WR-121	English Composition	44	4				
--	Human Relations requirement (see page 82)		3-4				
Web Design & Development Associate of Applied Science Degree: 2 nd Year							
Fall Term							
CS-135DB	Microsoft Access	33	3				
CS-240L	Linux Administration I	44	4				
CS-280	Computer Science/CWE	108	3				
WR-122	English Composition	44	4				
Winter Term							
CS-151 Or	Networking I Or	33-66	3-4				

CS-275	Database Design						
CS-240W	Windows Desktop Administration	55	3				
CS-280	Computer Science/CWE	108	3				
WR-227	Technical Report Writing	44	4				
--	PE/Health/Safety/First Aid requirement (see page 82)		1				
Spring Term							
ART-227	Computer Graphics III	66	3				
BA-103	Business Strategies for Computer Consultants	33	3				
CS-289	Web Server Administration	66	4	REMOVE			
CS-297W	Website Capstone	33	3				
				--	Web Design & Development program elective		4
Web Design & Development Program Electives							
Any ART, BA, CS, or DMC course not included in the Web Design & Development AAS program.							
TOTAL CURRENT CREDITS:			94-96	TOTAL PROPOSED CREDITS:			

College Contact	Debra Carino	Telephone No.	3170
E-Mail Address		Fax No.	
Chief Academic Officer or PTE Dean Signature			Date 1/26/22



COMMUNITY COLLEGE PROGRAM AMENDMENT FORM

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

This form should be completed electronically and the boxes will expand to accommodate text.

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<http://www.ode.state.or.us/search/results/?id=231>

College:	Clackamas Community College	Date	
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CAREER LEARNING AREA

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

PROGRAM INFORMATION

<u>APPROVED</u> Program Title <small>(For Official Program Title, refer to your directory at http://www.ode.state.or.us/search/results/?id=232)</small>	<u>APPROVED</u> CIP Code <small>(Include 7th & 8th digits used for OCCURS reporting.)</small>			<u>APPROVED</u> Recognition Award	Current Credits
	6-digit CIP	7 th digit	8 th digit		
AAS Title: Web Design & Development AAS				<input type="checkbox"/> Associate of Applied Science (AAS) Degree	
Option Title**				<input type="checkbox"/> OPTION to AAS Degree	
Certificate Title: <i>Within</i> AAS Degree? <input checked="" type="checkbox"/> Yes** <input type="checkbox"/> No Web Design CC.WEBDESIGN2	11.0801			<input checked="" type="checkbox"/> CC1R Related Certificate (45-60 credits)	52-56

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

Last amendment approved on 01.29.2021

TYPE OF PROGRAM AMENDMENT

(Check ALL That Apply)


<input type="checkbox"/> New Program++	<input type="checkbox"/> Curriculum Revision	<input type="checkbox"/> Revision in Program Credits
<input type="checkbox"/> Title Change for Program		Proposed Total Credits: _____
Proposed AAS Title: _____		
Proposed OPTION Title: _____		
Proposed Certificate Title: _____		
<input type="checkbox"/> SUSPENSION of Program	Reason for Suspension: _____	
Suspension Effective Date: _____		

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

CURRICULUM AMENDMENT

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

<i>CURRENT CURRICULUM 21-22</i>				<i>PROPOSED CURRICULUM 22-23</i>			
[List entire curriculum as last approved]				[List only course(s) to be amended]			
Course	Title	Hours	Credits	Course	Title	Hours	Credits
Fall Term							
ART-225	Computer Graphics I	66	3				
CS-125H	HTML & Web Site Design	33	3				
CS-140	Introduction to Operating Systems	44	4				
CS-160	Computer Science Orientation	44	4	REMOVE			
				--	Web Design program elective		4
Winter Term							
CS-133S	Introduction to JavaScript & Server-Side Scripting	33	3				
CS-151 Or CS-275	Networking I or Database Design	33-66	3-4				
CS-181	CMS Web Development	33	3				
--	Web Design program elective		3				
Spring Term							
ART-226 Or CS-240L	Computer Graphics II or Linux Administration I	44-66	3-4				
CS-135I	Advanced Web Design with Dreamweaver	33	3				
CS-234J	jQuery Web Development	33	3				
CS-234P	PHP/MySQL Web Development	33	3				
Summer Term							
CS-280	Computer Science/CWE	108	3				
MTH-065 Or higher	Algebra II or higher level math	44	4-5				
WR-121	English Composition	44	4				
--	Human Relations requirement (see page 82)		3-4				
Web Design Program Electives							
Any ART, BA, CS, or DMC course not included in the Web Design CC program.							
TOTAL CURRENT CREDITS:			52-56	TOTAL PROPOSED CREDITS:			

College Contact	Debra Carino	Telephone No.	3170
E-Mail Address		Fax No.	
Chief Academic Officer or PTE Dean Signature		Date	1/26/22