

Degrees & Certificates Committee

A Standing Committee of the Education Advisory Council

Wednesday, October 11, 2023 | 2pm to 4pm
Virtual Meeting via Zoom

Minutes

| Committee – Voting Members | | | | | |
|--|-----------------|-------------------------------|---------------------|------------------------|--------------------------|
| ✓ | Jon Briggs | ✓ | Amanda Gallo | ✓ | Adrian Rodriguez (Chair) |
| | Kristin Bryant | | Farin Hajarizadeh | ✓ | Julianne Sandlin |
| | Laurie Chadwick | ✓ | Jamie Heberlein | ✓ | Irene Seto |
| ✓ | Beth Fitzgerald | ✓ | Janeen Hull | | |
| | Ben Foster | ✓ | Elizabeth McGlasson | | |
| Committee Support – Non-Voting Members | | | | | |
| ✓ | Katelyn Goslin | ✓ | Jessica Morfin | ✓ | Edmond Wong |
| ✓ | Anne Haberkern | | Nikki Patterson | | |
| ✓ | Stacey Holland | ✓ | Carmen Seto | | |
| Guests | | | | | |
| Eriks Puris (G) | | Michael Reis (Executive Dean) | | Stacie Williams (COMM) | |

Notes: **Directions for Accessing CourseLeaf:** Log into MyPCC, go to the Faculty tab, select the “Electronic Approval Queue” link under the Faculty Tools menu, and then select “Degrees and Certificates Committee Chair” in the drop-down menu.

Business Items

| Credential | Recommend | Recommend w/ amendments | Postpone |
|---|-----------|----------------------------|----------|
| 1. AAS-HUS - Family & Human Services AAS Degree – Represented by: None | ✓ | | |
| 2. AAS-WBD - Web Development & Design AAS Degree – Represented by: None | | ✓ | |
| 3. ACERTP-FHS - Foundations in Human Service Less Than One-Year Career Pathway Certificate – Represented by: None | ✓ | | |

| | | | |
|--|---|--|--|
| 4. ACERT-SEC - Secure Programming Less Than One-Year Certificate – Represented by: None | ✓ | | |
| Standing Policies | | | |
| None | | | |

Consent Agenda

| Credential | SAC |
|--------------|-----|
| None | |
| Inactivation | |
| None | |
| Focus Awards | |
| None | |

Business Items

Credential

AAS-HUS: Family & Human Services AAS Degree

- Added HUS 106 and HUS 108.
- Removed 3 credits from the Concentration area Electives so that total degree credits remain at 90.

AAS-WBD: Web Development & Design AAS Degree

- Removed MUC 218, MUC 261, and MUC 262.
- Added CIS 134, ART 116, and MM 220.
- Total degree credits reduced from 92 to 91 credits.

ACERTP-FHS - Foundations in Human Service Less Than One-Year Career Pathway Certificate

- Added HUS 106 and HUS 108.
- Total credits increased from 13 to 16 credits

ACERT-SEC: Secure Programming

- CS 140U is being replaced with CS 140U or CIS 140L

Standing Policies

- None

Consent Agenda

Credential

- None

Inactivation

- None

Focus Awards

- None

Reports

EAC: Stacie Williams

- No report

APS: Elizabeth McGlasson

- No report

TLCI: Anne Haberkern

- No report

Discussion

New members

- Don Ritchie has retired and Pat Cottrill will be joining as a voting member once they clear the EAC membership vote.
- Bringing on a math faculty member as well would help provide a different perspective on the degree work the committee is working on. The DAC Committee has evolved over time, and it benefits the college and the committee to have a variety of perspectives to guide the work we do.

Committee Procedure

- We used Robert's Rules when voting on business items in the past, now a motion is made, seconded, and discussed (if necessary). Should we keep this method or try something else?
- Ultimately, there needs to be space for concerns and discussion while considering time constraints. Moving forward, we will have a discussion, check in to see if there's additional concerns, then move to vote.

Preparing for Committee Work

- The agenda is usually provided a week in advance with guidelines on how to review the agenda, and there is space in the review spreadsheet for questions/concerns/feedback to address before meeting.
- Our purpose as a recommending body is to provide an opportunity for broader faculty review (outside of the department faculty) focused on alignment with EAC policies and academic integrity of the curriculum.

- We haven't been looking at how degree outcomes are mapped to college core outcomes, and there has not been total clarity on whether each degree or certificate needs to match every college core outcome. This has been further complicated when we consider the new NWCCU standards, which came out in 2020, that says we need to demonstrate our students are achieving our institutional learning outcomes.
- As a college, we are still in the process of finalizing our Instructional Student Learning Outcomes (ISLOs). A set of them are assessed through general education, but there is still discussion about additional ISLOs that will be assessed in other ways. While we could remove current college core outcome fields from Courseleaf, we are waiting until we have something concrete to replace them with. SACs are not currently responsible for updating/maintaining the mapping of outcomes to institutional outcomes or the outcomes themselves. Degree/certificate specific outcomes are subject to committee review, even if their proposed revisions aren't related to those outcomes. The curriculum team works with SACs as they prepare to bring business items through, so that SACs aren't blindsided or surprised during the committee meetings.
- We will keep our current structure and work on getting maximum access to business items prior to meetings and review the DAC guiding questions.
- There will be no change to our current voting process, as members don't feel the need to vote anonymously.

Previous Committee Work: AS and AGS Degrees

- Brief overview from previous committee work on hypothetical changes we would make to the AS and AGS degrees if we rebuilt these degrees from scratch.
 - Stacie Williams has compiled a summary folder with related hyperlinks, information, and forms that were used
 - DAC members should have access to this shared folder, contact Stacie if you need access.
- Where we left off at since June:
 - If we were to implement committee suggestions, we would also need to make changes to the A106 policy (specifically line three) on math and writing competency.
 - Because PCC hasn't finalized ISLOs, it is difficult to pursue significant policy/degree changes as we also need to ensure our degree outcomes align.
- Policy changes at the college can take a long time, but the committee can still continue with thought experiments and discussions. The next step would be to have some type of draft to move things forward and determine what other perspectives need to be brought in.
- Perhaps we should have task force (with three to five people) that can research how other institutions manage their policies in comparison to our college, then we can have open

discussions and feedback with the committee as a whole. The curriculum team can help provide some of the data necessary to continue this work.

- Subcommittee goals:
 - Continue the work we started in Spring 2023
 - Provide the framework for committee work
 - Examine where we're at as an institution compared to other colleges/universities

Student Representative

- We are still searching for a student representative to join the committee.