COCC Award Definition Proposal

(Last updated 10/31/2018)

Contents

<mark>Highlighted text reflects content that needs attention and/or may be new or revised; will be removed in final AA reading.</mark>

Overview of Award Requirements

All credit award types granted by Central Oregon Community College are approved through internal governance and then referred to the Board of Directors for final approval. These award types are represented in the first section of each award description. The second section contains details related to each award and is approved by Academic Affairs. The third section are notes which reflect internal procedures and may be adjusted by the Curriculum and Assessment Office.

Awards that do not align with the Oregon Office of Community College and Workforce Development approval criteria are not included. These include transcript notations like the Oregon Transfer Module.

Standards that apply to all awards include:

1. All courses required for a COCC must be college-level, in accordance with CCWD policy.
2. The minimum award credit will use the lowest possible credits in the range and the maximum will use the highest possible credits.
3. Program Directors may choose to require a higher performance standard than the award minimum for individual CTE programs.
4. In order to avoid indirect course requirements, programs (except CPCC) should include all required courses that a reasonably-prepared entering student needs to take. CPCCs can be a segment of the related program.
5. Generally, a minimum of 25% of the total award credits is required in residency (earned from COCC as an admitted student).
6. Students must have a minimum cumulative GPA of 2.0 or higher to graduate with any award at COCC.
7. COCC does not offer a C- minus grade; transfer courses with a grade of C- will be treated as a C grade.

Summary of award characteristics

Award	Credits	Min. Res.	Performance Standard (**minimum standard for CTE programs**)	FA Elig.	Requirements and Notes
TRANSFER					
Associate of Arts Oregon Transfer (AAOT)	90-108	24	All courses must be completed with a C grade or higher.	Yes	Statewide degree (must meet standard). Foundational and DS must be 3 cr minimum (except Health); Courses may only count in one requirement (except CL in DS); Foundational excludes special type courses; DS courses from the list; Limit of 12 CTE credits; Awarded as AAOT without focus area
Associate of Science Oregon Transfer (ASOT)	90-108	24	All courses must be completed with a C grade or higher.	Yes	Statewide degree (must meet standard). Courses may only count in one requirement (except CL in DS); DS courses must be min. 3 credits. ASOT-Business and ASOT-Computer Science are state-approved variations.
Associate of Science (AS)	90-108	24	All courses must be completed with a C grade or higher.	Yes	Courses may only count in one requirement; Limit of 12 CTE credits; Must include minimum 30 credits GE; Awarded as AS without focus area; Must follow naming convention.
Associate of General Studies (AGS)	90-108	24	General Ed. requirements must be completed with a C grade or higher.	Yes	Elective credits must be numbered 100 and higher.
CAREER AND TECHNCIAL EDUCATION					
Associate of Applied Science (AAS)	90-108	24	Courses in the Prerequisite and Core categories must be completed with a C grade or higher.[1]	Yes	Must include Related Instruction. Some programs may be statewide degrees (must meet standard).
Associate of Applied Science Option (AASO)	90-108	24	Courses in the Prerequisite and Core categories must be completed with a C grade or higher. [1]	Yes	Must include Related Instruction; Some programs may be statewide degrees (must meet standard); Should be Titled "option"; Must share minimum 70% with base program.
Two Year Certificate of Completion (2CC)	72-108 Or 2 year duration	18	Courses in the Prerequisite and Core categories must be completed with a C grade or higher.[1]	Yes	Must include Related Instruction; Some programs may be statewide degrees (must meet standard); Related programs must be 100% contained in parent program.
One Year Certificate of Completion (1CC)	36-71, 1 yr dur.	9	Courses in the Prerequisite and Core categories must be completed with a C grade or higher.[1]	Yes	Must include Related Instruction; Some programs may be statewide degrees (must meet standard); Related programs must be 100% contained in parent program.
Career Pathway Certificate of Completion (CPCC)	12-35	3	Performance standard must follow that of related parent program.	No	Must be related (100% contained in) the parent AAS

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[1] Individual programs may set higher performance standards.

Associate of Arts Oregon Transfer, AAOT

Purpose: Intended to prepare students to transfer into upper division courses for a baccalaureate degree; in Oregon public universities, students will have met lower division general education requirements. AAOT "focus areas" provide guidance towards the lower division requirements for a major though the degree is awarded without a focus area.
Credits: 90-108

Performance Standard: All courses must be completed with a C grade or higher.
Required courses:

- **General Education: Foundational Skills (excludes x80, x88, x99, 298, courses must be minimum 3 credits except health)**
  - Writing: 8 cr minimum from WR 121 and (122 or 227)
  - Oral Communication: 1 course from the list designated by COCC as meeting criteria [currently SP 111, SP 114, SP 115, SP 218 or SP 219]
  - Mathematics: 1 course from the list designated by COCC as meeting criteria
  - Health: 3 credits with HHP or HHPA prefix from the list designated by COCC as meeting criteria; identical HHPA courses can only be counted once
- **General Education: Discipline Studies (courses must be minimum 3 credits and be approved as meeting criteria)**
  - Cultural Literacy: 1 course from the list designated by COCC as meeting criteria
    - Can also meet one of three categories below
  - Arts and Letters: 3 courses from at least two subject/prefixes from the list designated by COCC as meeting criteria
  - Social Science: 4 courses from at least two subject/prefixes from the list designated by COCC as meeting criteria
  - Science/Math/Computer Science: 4 courses from at least two subject/prefixes including at least 3 lab courses from the list designated by COCC as meeting criteria
- **Electives**
  - Any college-level course that brings the total to 90 credits including up to 12 credits of CTE courses

Focus Area requirements:
- A focus area must be a defined major at another Oregon public institution, and preferably be a major available at 3 of the seven OUS institutions.
- Courses identified as "recommended" in the focus area should be lower division courses that are required courses in the baccalaureate major; courses not required in the major may be highlighted as "other courses to consider".
- Student transcript does not identify a focus area.

Notes:
1. Minimum credits (cannot be modified): 90 credits
2. Residency: 24 cr
3. FA Eligibility: yes
4. Title convention: Title of focus area should resemble title of targeted major
5. Statewide degree; no modifications allowed.

6. Awarded without reference to a focus area.
7. Oregon colleges are pre-approved to offer this degree; focus areas do not require state approval.

Associate of Science Oregon Transfer, ASOT

Purpose: The Associate of Science Oregon Transfer degree is designed to prepare students to transfer to a specific major. This program combines the structure and agreements of an AAOT (all credits transfer, allowing junior standing for registration purposes, and completion of lower division general education requirements of all Oregon public universities) with recommended lower division coursework in the major. However, there is no guarantee related to admission to or progress in the major. The ASOT is a statewide degree, with currently two approved programs: Business and Computer Science.

Credits: 90-108

Performance Standard: All courses must be completed with a C grade or higher.

Required courses:

These degrees are variations of the AAOT and the standards are determined and approved by HECC. The COCC degree must meet HECC-approved requirements as well as COCC AAOT requirements.

Notes:
1. Minimum credits (cannot be modified): 90 credits
2. Residency: 24 cr
3. FA Eligibility: yes
4. Title convention: Title determined by state.
5. Statewide degree; no modifications allowed.
6. Awarded with reference to the focus area.
7. Oregon colleges are pre-approved to offer this degree; focus areas do not require state approval.

Associate of Science, AS

Purpose: The Associate of Science degree is designed to prepare students to transfer into the upper division in a specific four-year college or university, to a specific major, or both. AS "focus areas" provide guidance towards the lower division requirements for a specific general education requirement or a major, though the degree is awarded without a focus area.
Credits: 90-108

Performance Standard: <mark>All courses must be completed with a C grade or higher.</mark>
Required courses:
- **General Education:** In the case of an AS designed towards a major, use the standard below; in the case of an AS degree designed towards a specific institution, replace this section with minimum 30 credits of general education requirements from that institution.
- **General Education: Foundational Skills (excludes x80, x88, x99, 298, courses must be minimum 3 credits except health)**
  - Writing: 8 cr minimum from WR 121 and (122 or 227)
  - Oral Communication (if required by the destination college)
  - Mathematics: 1 course from the list designated by COCC as meeting criteria
  - Health (if required by the destination college)
  - Digital Literacy (if required by the destination college)
- **General Education: Discipline Studies (courses must be minimum 3 credits and be approved as meeting criteria)**
  - Arts and Letters: 2 courses from the list designated by COCC as meeting criteria
  - Social Science: 2 courses from the list designated by COCC as meeting criteria
  - Science/Math/Computer Science: 2 courses from the list designated by COCC as meeting criteria
- **Program Requirements:**
  - Include any lower division collegiate courses required for the targeted major.
- **Electives**
  - Any lower division collegiate courses that brings the total to 90 credits including up to 12 credits of CTE courses

Focus Area requirements:
- An AS focus area must be a defined major at another higher education institution and/or the general education requirement of a specific higher education institution.
- Courses identified as Program Requirements should be required courses in the major and should reflect what freshman and sophomore students would take.
- Student transcript does not identify a focus area.

Notes:
1. Minimum credits (cannot be modified): 90 credits
2. Residency: 24 cr
3. FA Eligibility: yes
4. COCC recognizes three types of AS degrees:
   1. those designed towards a specific major (in which case the lower division major requirements are included in the degree),
   2. those designed towards a specific institution (in which case the general education requirement is customized towards that institution), and

3. those designed towards both a specific major at a specific institution (in which case both the lower division major requirements and the general education requirement is customized) .
5. Title convention:
   For 1. above: AS [focus area] emphasis (e.g. AS Engineering emphasis)
   For 2. above: AS [institution name] emphasis (e.g. AS Montana State University emphasis)
   For 3. above: AS [focus area and institution name] emphasis (e.g. Exercise and Sport Science at Oregon State University emphasis).
6. Awarded without reference to a focus area.
7. Oregon colleges are pre-approved to offer this degree; focus areas do not require state approval.

Associate of General Studies, AGS

Purpose: Intended to meet individual student needs using a variety of collegiate-level courses.
Credits: 90-108

Performance Standard: <mark>All general education (foundational and discipline studies) courses must be completed with a C grade or higher.</mark>

Required courses:

- **General Education: Foundational Skills (excludes x80, x88, x99, 298, courses must be minimum 3 credits except health)**
    - Writing: 8 cr minimum from WR 121 and (122 or 227)
    - Oral Communication: 1 course from the list designated by COCC as meeting criteria [currently SP 111, SP 114, SP 115, SP 218 or SP 219]
    - Mathematics: 1 course from the list designated by COCC as meeting criteria <mark>[intended to allow the foundational skills list as well as the related instruction computation list; currently under review.]</mark>
    - Health: 4 credits with HHP or HHPA prefix from the list designated by COCC as meeting criteria; identical HHPA courses can only be counted once
    - Digital Literacy: CIS 120 or pass computer competency exam
- **General Education: Discipline Studies (courses must be minimum 3 credits and be approved as meeting criteria)**
    - Cultural Literacy: 1 course from the list designated by COCC as meeting criteria
    - Arts and Letters: 1 course from the list designated by COCC as meeting criteria
    - Social Science: 1 course from the list designated by COCC as meeting criteria
    - Science/Math/Computer Science: 1 course from the list designated by COCC as meeting criteria
- **Electives**
    - Must be college-level course numbered 100 or higher that brings the total to 90 credits

Notes:
1. Minimum credits (cannot be modified): 90 credits
2. Residency: 24 cr
3. FA Eligibility: yes
4. Title convention: Associate of General Studies (no variations are available)
5. Oregon colleges are pre-approved to offer this degree.

Associate of Applied Science, AAS

Purpose: Intended to prepare graduates for direct entry into the workforce. Includes courses that build technical career skills and proficiencies.
Credits: 90-108

Performance Standard: Courses in the Prerequisite and Core categories must be completed with a C grade or higher (individual programs may set higher standards).

Required courses:
- Core courses identified to build technical career skills and proficiencies;
- All preparatory courses required for a reasonably-prepared entering student to be successful in the program are included;
- **Related Instruction** **(currently under review in Related Instruction Task Force)**
    - Communication: Minimum 3 credits in a specified writing course WR 065 or higher
    - Computation:
    - Human Relations: 1 course from the list (specific course or choice)

AAS required courses are usually grouped into the following categories:
- Prerequisite (this category is optional but can reflect courses that must come prior to the core)
- Support (this category is optional and can reflect courses that should come prior to the core but are not enforced prerequisites)
- Core (includes courses that build technical career skills and proficiencies)
- Other Required Courses (this category is optional)

Notes:
1. Minimum credits (cannot be modified): 90 credits
2. Residency: 24 cr
3. FA Eligibility: yes
4. Title convention: No standard; title should reflect industry or career area for which it prepares students. Brevity is helpful if the program may serve as a base program to options.
5. Some CTE awards are approved at the state level as part of a statewide consortium in which case consortium rules determine if individual colleges can customize the program.

Associate of Applied Science Option, AASO

Purpose: Intended to prepare graduates for direct entry into the workforce with the option reflecting a specialization in the field (at least 70% of the credits are shared with the base AAS degree). Includes courses that build technical career skills and proficiencies.
Credits: 90-108

Performance Standard: See AAS
Required courses (May be grouped in Prerequisite, Support, Core, or Other Required Courses):
- **Related Instruction** **(currently under review in Related Instruction Task Force)**
  - Communication: Minimum 3 credits in a specified writing course WR 065 or higher
  - Computation:
  - Human Relations: 1 course from the list (specific course or choice)
- **Core Courses**
  - Identified list of required courses to bring total to a minimum of 90 credits

Notes:
1. Minimum credits (cannot be modified): 90 credits
2. Residency: 24 cr
3. FA Eligibility: yes
4. Title convention: The award title would include the base AAS degree program title with the Option title (i.e., AAS in Business Management: Finance). The Option title may be identified on a student's transcript and degree, but only as an addition to the base AAS degree program title (i.e., Business Management: Finance or Automotive Technology: Engine Machinist) to the extent possible given character limits of student information systems.
5. Base program must be identified and a minimum of 70% of the Option credits must exist in the base AAS degree.

Two Year Certificate of Completion, 2CC

Purpose: Intended to prepare graduates for direct entry into the workforce. Includes courses that build technical career skills and proficiencies with academic content; remaining credits include related instruction requirements. Can be independent or related (contained within) associate of applied science degree.

Credits: 72-108 (or 36-108 credits if it takes more than one year/four consecutive terms to complete)

Performance Standard: Courses in the Prerequisite and Core categories must be completed with a C grade or higher (individual programs may set higher standards).

Required courses:
- **Related Instruction** **(currently under review in Related Instruction Task Force)**
  - Communication: Minimum 3 credits in a specified writing course WR 065 or higher
  - Computation:
  - Human Relations: 1 course from the list (specific course or choice)
- **Core Courses**

Notes:
1. Minimum credits (cannot be modified): 72 credits or 36 credits if it takes longer than one year to complete
2. Residency: 18
3. FA Eligibility: yes
4. Title Convention: no standard
5. Can be either independent or related (100% contained within) a parent AAS degree.

One Year Certificate of Completion, 1CC

Purpose: Intended to prepare graduates for direct entry into the workforce. Includes courses that build technical career skills and proficiencies with academic content; remaining credits include related instruction requirements. Can be independent or related (contained within) associate of applied science degree.
Credits: 36-71 and can be completed in one year (four consecutive terms)

Performance Standard: Courses in the Prerequisite and Core categories must be completed with a C grade or higher (individual programs may set higher standards).

Required courses:
- **Related Instruction** **(currently under review in Related Instruction Task Force)**
    - Communication: Minimum 3 credits in a specified writing course WR 065 or higher
    - Computation:
    - Human Relations: 1 course from the list (specific course or choice)
- **Core Courses**

Notes:
1. Minimum credits (cannot be modified): 36 credits
2. Residency: 9
3. FA Eligibility: yes
4. Title convention: No standard
5. Can be either independent or related (100% contained within) a parent AAS degree or Two-year Certificate of Completion.

Career Pathway Certificate of Completion, CPCC

Purpose: Acknowledges a specific technical skill proficiency that meet an employment need. Prepares students for middle-skill occupations—jobs that require more than a high school diploma but less than a bachelor's degree.
Credits: 12-35

Performance Standard: Must reflect performance standard in related parent program.
Required courses:

- **Core Courses**

Notes:
1. Minimum credits (cannot be modified): 12 credits
2. Residency: 3
3. FA Eligibility: No
4. Title convention: The following format is recommended for CPCCs: Name of parent program: [occupation/job title] Career Pathway of Completion. Example: Facilities Management: HVAC Installer Career Pathway Certificate of Completion
5. Must be related (100% contained within) a parent AAS degree.