

**Undergraduate Curriculum Committee
Meeting Minutes
November 9, 2017
UCC 222**

Members Present: Lisa Driskell, Eric Elliott, Sean Flanigan, Keith Fritz, Lucy Graham, Geoffrey Gurka, Glenn Hoff, Eliot Jennings, Scott Kessler, and Steve Werman.

Members Absent: Cynthia Chovich, Jennifer Hancock, Sam Lohse, and Jill Van Brussel.

Ex-officio members present: Maggie Bodyfelt, Barbara Borst, Kurt Haas, Douglas O’Roark, and Johanna Varner.

Guests: Christine Murphy (WCCC) and Vail Schoultz-McCole (Early Childhood Education).

Recording Secretary: Emily Dodson

Chair Kessler called the meeting to order at 3:32.

I. Ex-Officio Reports

- a. Assistant Vice President of Academic Affairs

No updates.

- b. Registrar’s Office

No updates.

- c. Financial Aid

No updates.

- d. Library

No updates.

- e. Director of Assessment and Accreditation Support

No updates.

- f. Catalog Description Reviewer

No updates.

- g. Essential Learning

No updates.

II. Curriculum Proposals

Summary of committee actions on curriculum proposals begins on page 3.
Further details of proposals begin on page 4.

III. New Business

No new business.

IV. Information Items

No information items.

Adjournment:

With no objections from the committee, Chair Kessler adjourned the meeting at 3:43.

Respectfully submitted by Emily Dodson, November 7, 2017.

Summary of UCC Actions on Curriculum Proposals

11/9/2017

Proposal	Committee Action	Members (motion/second)	Effective Date
2 Course Modification: AGRS 288 Livestock Practicum No discussion.	Approved	Hoff, Elliot	Fall 2018
1 Course Deletion: AGRS 288L Livestock Practicum Lab No discussion.	Approved	Hoff, Gurka	Fall 2018
3 Program Modification: AAS Sustainable Agriculture: 1310 No discussion.	Approved	Gurka, Flanigan	Fall 2018
4 Program Modification: AS Agriculture Science: 2341 No discussion	Approved	Gurka, Flanigan	Fall 2018
5 Course Addition: EDEC 256 Working with Parents, Families, and Community Systems Bodyfelt mentioned a typo in the abbreviated course title. It needs to read "Working w/Parents/Family/Comm."	Approved	Elliot, Gurka	Fall 2018
6 Program Modification: AA Liberal Arts-Early Childhood Ed: 2263 Bodyfelt noted an issue on the program sheet under the program-specific requirements. It should note that the minimum GPA requirement listed is for courses in the major content area, not all CMU coursework.	Approved	Hoff, Flannigan	Fall 2018
7 Course Addition: MOAP 147 Medical Terminology No discussion.	Approved	Hoff, Elliot	Fall 2018
8 Course Deletion: OFAD 147 Medical Terminology No discussion.	Approved	Driskell, Gurka	Fall 2018
10 Program Modification: AAS Medical Office Assistant: 1396 No discussion.	Approved	Hoff, Gurka	Fall 2018
9 Program Modification: Tech Cert (A-M) Medical Office Assistant: 1158 This item only requires the committee's acknowledgment.	Acknowledged	Hoff, Flanigan	Fall 2018
11 Program Modification: AAS Viticulture and Enology: 1309 No discussion.	Approved	Elliot, Hoff	Fall 2018

Curriculum Committee Proposal Summary

11/9/2017

Department: WCCC - AGRS

Course Deletions

AGRS 288L Credit Hours 1

Course Title: Livestock Practicum Lab

Essential Learning Course: Yes No

Requirement or listed choice for any program of study: Yes No

WCCC AAS, Sustainable Agriculture: 1310

WCCC AS, Agriculture Science: 2341

Prerequisite for other course(s): Yes No

Co-requisite for other course(s): Yes No

AGRS 288

Justification:

The AGRS 288 and 288L are currently set up as a lecture/ lab at two credit hours total (one-credit hour each). Deleteing AGRS 288L, combining the two into AGRS 288 (a lecture/lab: vaocational/technical course), and increasing the credit hours to three reflects the work that students exhibit in the course. It also creates uniformity with comparable programs after which CMU's program is modeled

Proposed by: Katy Jane Angwin

Expected Implementation: Fall 2018

Course Modifications

AGRS 288

Intended semester to offer modified course for the 1st time: Fall 2018

	Current	Proposed
Course Prefix:	AGRS	
Course No.:	288	
Credit Hours:	1	3
Course Title:	Livestock Practicum	
Contact hours:	Lecture 1 Lab Field Studio Other	Lecture Lab Field Studio Other 4.5
Instr. Activity:	Lecture	Lecture/Laboratory: Vocational/Technical
Engage Min.:	750	3375
Prep Min.:	1500	3375
Times for Credit:	1	1

Co-requisites:

Current: AGRS 288L

Proposed: None

Requirement or listed choice for any program of study: Yes No

Change affects program sheet or grad requirements: Yes No

WCCC AAS, Sustainable Agriculture: 1310

WCCC AS, Agriculture Science: 2341

Course is a requirement for a new program:

N/A

Justification:

The AGRS 288 and 288L are currently set up as a lecture/ lab at two credit hours total (one-credit hour each). Deleting AGRS 288L, combining the two into AGRS 288 (a lecture/lab: vocational/technical course), and increasing the credit hours to three reflects the work that students exhibit in the course. It also creates uniformity with comparable programs after which CMU's program is modeled.

Topical course outline, current:

N/A

Topical course outline, proposed:

N/A

Student Learning Outcomes, current:

N/A

Student Learning Outcomes, proposed:

N/A

Essential Learning SLOs, proposed:

N/A

Discussions with affected departments:

N/A

Proposed by: Katy-Jane Angwin

Expected Implementation: Fall 2018

Program Modification

Sustainable Agriculture: 1310

Degree Type: AAS

Revision to program sheet: Yes No

Description of modification:

AGRS 288 is being changed to three credit hours and AGRS 288L is being deleted. Changes are also being made to the course sequencing on the Animal Science Advising Sheet to reflect this and more evenly distribute the required credit hours.

Justification:

AGRS 288 and AGRS 288L were offered for a total of two-credit hours total (one-credit hour each). By deleting AGRS 288L, combining the coursework in AGRS 288, and changing AGRS 288 to three credit hours, CMU's program will be in line with comparable program at other institutions (CSU in particular, whose program ours should mirror). This change is also more reflective of the work students exhibit in this course.

Revision to SLOs: Yes No

Other changes: Yes No

Discussions with affected departments:

N/A

Proposed by: Katy-Jane Angwin

Director of Teacher Education Signature:

Expected Implementation: Fall 2018



2018-2019 PROGRAM REQUIREMENTS
Degree: Associate of Applied Science
Major: Sustainable Agriculture

About This Major . . .

The Sustainable Agriculture curriculum is designed to provide the entrepreneurial and technical skills necessary to manage a profitable, environmentally sound, community based small farm or agricultural business. Students learn the fundamentals of sustainable agriculture, focusing on crop and animal production with farm business. Emphasis is placed on entrepreneurial and practical field training. Students will complete a business plan and an agricultural internship in marketing and farming. Graduates are qualified for employment in a variety of positions associated with sustainable agriculture, including horticultural and livestock operations, wholesale and retail management, nursery operations, and environmental and agricultural education.

This program will provide the student with an understanding of Sustainable Agriculture and its principles of operation and control. The graduate will understand the technical aspects of the work, the responsibilities of the work and the importance of safety in this vitally important career.

All CMU associate graduates are expected to demonstrate proficiency in critical thinking, communication fluency, quantitative fluency, and specialized knowledge/applied learning. In addition to these campus-wide student learning outcomes, graduates of this major will be able to:

1. Apply business communication using listening, verbal and written and electronic forms that are needed for entry level employment. (Communication Fluency)
2. Apply mathematical and applied physics concepts for industry to meet employment requirements. (Quantitative Fluency)
3. Research, evaluate, synthesize and apply information/data relevant to business, sciences and technical careers. (Critical Thinking)
4. Demonstrate knowledge of terminology, symbols, business practices, and principles and application of technical skills. (Specialized Knowledge)
5. Perform the necessary applied skill sets to fulfill the needs of entry level employment. (Applied Learning)

Advising Process and DegreeWorks

This document is intended for informational purposes to help determine what courses and associated requirements are needed to earn a degree. The suggested course sequencing outlines how students could finish degree requirements. Some courses are critical to complete in specific semesters, while others may be moved around. Meeting with an academic advisor is essential in planning courses and altering the suggested course sequencing. It is ultimately the student's responsibility to understand and fulfill the requirements for her/his intended degree(s).

DegreeWorks is an online degree audit tool available in MAVzone. It is the official record used by the Registrar's Office to evaluate progress towards a degree and determine eligibility for graduation. Students are responsible for reviewing their DegreeWorks audit on a regular basis and should discuss questions or concerns with their advisor or academic department head. Discrepancies in requirements should be reported to the Registrar's Office.

Graduation Process

Students must complete the following in the first two months of the semester prior to completing their degree requirements:

- Review their DegreeWorks audit and create a plan that outlines how unmet requirements will be met in the final semester.
- Meet with their advisor and modify their plan as needed. The advisor must approve the final plan.
- Submit the "Intent to Graduate" form to the Registrar's Office to officially declare the intended graduation date and commencement ceremony plans.
- Register for all needed courses and complete all requirements for each degree sought.

Submission deadlines and commencement details can be found at <http://www.coloradomesa.edu/registrar/graduation.html>.

If a student's petition for graduation is denied, it will be her/his responsibility to consult the Registrar's Office regarding next steps.

INSTITUTIONAL DEGREE REQUIREMENTS

The following institutional degree requirements apply to all CMU/WCCC AAS degrees. Specific programs may have different requirements that must be met in addition to institutional requirements.

- ~~60~~ 60± semester hours minimum.
- Students must complete a minimum of 15 of the final 30 semester hours of credit at CMU/WCCC.
- 2.00 cumulative GPA or higher in all CMU/WCCC coursework.
- A course may only be used to fulfill one requirement for each degree/certificate.
- No more than six semester hours of independent study courses can be used toward the degree.
- Non-traditional credit, such as advanced placement, credit by examination, credit for prior learning, cooperative education and internships, cannot exceed 20 semester credit hours for an AAS degree.
- Pre-collegiate courses (usually numbered below 100) cannot be used for graduation.
- Capstone exit assessment/projects (e.g., Major Field Achievement Test) requirements are identified under Program-Specific Degree Requirements.
- The Catalog Year determines which program sheet and degree requirements a student must fulfill in order to graduate. Visit with your advisor or academic department to determine which catalog year and program requirements you should follow.
- See "Requirements for Undergraduate Degrees and Certificates" in the catalog for a complete list of graduation requirements.

PROGRAM-SPECIFIC DEGREE REQUIREMENTS

- 60 semester hours total for the AAS, Sustainable Agriculture.
- A minimum of 16 hours taken at CMU in no fewer than two semesters.
- 2.00 cumulative GPA or higher in all CMU coursework.
- A grade of "C" or higher must be achieved in coursework toward major content area.

ESSENTIAL LEARNING REQUIREMENTS (15 semester hours)

See the current catalog for a list of courses that fulfill the requirements below. If a course is an Essential Learning option and a requirement for your major, you must use it to fulfill the major requirement and make a different selection for the Essential Learning requirement.

Communication (6 semester hours)

- ENGL 111 - English Composition (3)
- ENGL 112 - English Composition (3)

Mathematics (3 semester hours)

- MATH 108 - Technical Mathematics (~~4~~3) or higher
- * 3 credits apply to the Essential Learning Requirement and 1 credit applies to General Electives.

Other Essential Learning Core Courses (6 semester hours)

- Select one Social and Behavioral Sciences, History, Natural Sciences, Fine Arts or Humanities course (3)
- Select one Social and Behavioral Sciences, History, Natural Sciences, Fine Arts or Humanities course (3)

OTHER LOWER-DIVISION REQUIREMENTS

Wellness Requirement (2 semester hours)

- KINE 100 - Health and Wellness (1)
- Select one Activity course (1)

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AAS: SUSTAINABLE AGRICULTURE (3744 semester hours, must pass all courses with a grade of "C" or higher)

Agriculture Classes (28 semester hours)

- AGRS 100 - Practical Crop Production (3)
- AGRS 100L - Practical Crop Production Laboratory (1)
- AGRS 102 - Agriculture Economics (3)
- AGRS 105 - Animal Science (3)
- AGRS 125 - Agricultural Machinery (3)
- AGRS 205 - Farm/ Ranch Management (3)
- AGRS 210 - Agricultural Marketing (3)
- AGRS 240 - Introduction to Soil Science (3)
- AGRS 240L - Introduction to Soil Science Laboratory (1)
- AGRS 293 - Cooperative Experience (5)

Restricted Electives (9-9 semester hours)

Select 9 semester hours from the list below. See recommended advising tracks.

- ACCT 201 - Principles of Financial Accounting (3)
- AGRS 103 - Introduction to Entomology (2)
- AGRS 103L - Introduction to Entomology Laboratory (1)
- AGRS 110 - Integrated Pest Management (3)
- AGRS 118 - Farm Structures/Green Houses (3)
- AGRS 208 - Agricultural Finance (3)
- AGRS 224 - Integrated Ranch Management (3)
- AGRS 225 - Feeds and Feeding (4)
- AGRS 230 - Farm Animal Anatomy and Physiology (3)
- AGRS 250 - Live Animal & Carcass Evaluation (1)
- AGRS 250L - Live Animal & Carcass Evaluation Laboratory (2)
- AGRS 260 - Plant Propagation (3)
- AGRS 288 - Livestock Practicum (4)(3)(3)
- ~~AGRS 288L - Livestock Practicum Laboratory (1)~~
- AGRS 296 - Topics: Sustainable Agriculture Practices (1-3)
- CISB 101 - Business Info Technology (3)
- _____
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Unrestricted Electives GENERAL ELECTIVES (5-6-6 semester hours)

- MATH 1XX _____ (1)
- _____
- _____

SUGGESTED COURSE SEQUENCING - ANIMAL SCIENCE ADVISING SHEET

Freshman Year, Fall Semester: 14 credits

- MATH 108 - Technical Mathematics (4)
- AGRS 100 - Practical Crop Production (3)
- AGRS 100L - Practical Crop Production Laboratory (1)
- AGRS 125 - Agricultural Machinery (3)
- AGRS 105 - Animal Science (3)

Freshman Year, Spring Semester: 15 credits

- ENGL 111 - English Composition (3)
- AGRS 230 - Farm Animal Anatomy & Physiology (3)
- AGRS 102 - Agriculture Economics (3)
- AGRS 205 - Farm/Ranch Management (3)
- Essential Learning - Social Science, Natural Science, Fine Arts, or Humanities (3)

Summer: 5 credits

- AGRS 293 - Co-op Work Experience (5)

Sophomore Year, Fall Semester: ~~13~~13 credits

- ENGL 112 - English Composition (3)
- AGRS 240 - Introduction to Soil Science (3)
- AGRS 240L - Introduction to Soil Science Laboratory (1)
- AGRS 250 - Live Animal & Carcass Evaluation (1)
- AGRS 250L - Live Animal & Carcass Evaluation Laboratory (2)
- Essential Learning - Social Science, Natural Science, Fine Arts, or Humanities (3)
- Elective (2)

Sophomore Year, Spring Semester: ~~13~~13 credits

- KINA 1XX Activity (1)
- KINE 100 - Health and Wellness (1)
- ~~Essential Learning - Social Science, Natural Science, Fine Arts, or Humanities (3)~~
- AGRS 210 - Agricultural Marketing (3)
- AGRS 288 - Livestock Practicum ~~(3)~~(3)
- ~~AGRS 288L - Livestock Practicum Laboratory (1)~~
- AGRS 255 - Feed & Feeding (4)
- AGRS 296 - Topics: Sustainable Agriculture Practices (1-3)

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SUGGESTED COURSE SEQUENCING - CROP/PLANT ADVISING SHEET

Freshman Year, Fall Semester: 14 credits

- MATH 108 - Technical Mathematics (4)
- AGRS 100 - Practical Crop Production (3)
- AGRS 100L - Practical Crop Production Laboratory (1)
- AGRS 125 - Agricultural Machinery (3)
- AGRS 105 - Animal Science (3)

Freshman Year, Spring Semester: 15 credits

- ENGL 111 - English Composition (3)
 - AGRS 102 - Agriculture Economics (3)
 - AGRS 103 - Introduction to Entomology (2)
 - AGRS 103L - Introduction to Entomology Laboratory (1)
 - AGRS 205 - Farm/Ranch Management (3)
 - Essential Learning - Social Science, Natural Science, Fine Arts, or Humanities (3)
-

Summer: 5 credits

- AGRS 293 - Co-op Work Experience (5)
-

Sophomore Year, Fall Semester: 13 credits

- ENGL 112 - English Composition (3)
- AGRS 240 - Introduction to Soil Science (3)
- AGRS 240L - Introduction to Soil Science Laboratory (1)
- AGRS 260 - Plant Propagation (3)
- Elective (3)

Sophomore Year, Spring Semester: 13 credits

- KINA 1XX Activity (1)
 - KINE 100 - Health and Wellness (1)
 - Essential Learning - Social Science, Natural Science, Fine Arts, or Humanities (3)
 - AGRS 210 - Agricultural Marketing (3)
 - AGRS 110 - Integrated Pest Management (3)
 - Elective (2)
-

SUGGESTED COURSE SEQUENCING - BIO-AGRICULTURE ADVISING SHEET

Freshman Year, Fall Semester: 14 credits

- MATH 108 - Technical Mathematics (4)
- AGRS 100 - Practical Crop Production (3)
- AGRS 100L - Practical Crop Production Laboratory (1)
- AGRS 125 - Agricultural Machinery (3)
- AGRS 105 - Animal Science (3)

Freshman Year, Spring Semester: 15 credits

- ENGL 111 - English Composition (3)
 - AGRS 102 - Agriculture Economics (3)
 - AGRS 103 - Introduction to Entomology (2)
 - AGRS 103L - Introduction to Entomology Laboratory (1)
 - AGRS 205 - Farm/Ranch Management (3)
 - Essential Learning - Social Science, Natural Science, Fine Arts, or Humanities (3)
-

Summer: 5 credits

- AGRS 293 - Co-op Work Experience (5)
-

Sophomore Year, Fall Semester: 13 credits

- ENGL 112 - English Composition (3)
- AGRS 240 - Introduction to Soil Science (3)
- AGRS 240L - Introduction to Soil Science Laboratory (1)
- AGRS 260 - Plant Propagation (3)
- AGRS 296 - Sustainable Agriculture Practices (3)

Sophomore Year, Spring Semester: 13 credits

- KINA 1XX Activity (1)
- KINE 100 - Health and Wellness (1)
- Essential Learning - Social Science, Natural Science, Fine Arts, or Humanities (3)
- AGRS 210 - Agricultural Marketing (3)
- AGRS 110 - Integrated Pest Management (3)
- Elective (2)

SUGGESTED COURSE SEQUENCING - AGRICULTURE BUSINESS ADVISING SHEET

Freshman Year, Fall Semester: 14 credits

- MATH 108 - Technical Mathematics (4)
- AGRS 100 - Practical Crop Production (3)
- AGRS 100L - Practical Crop Production Laboratory (1)
- AGRS 105 - Animal Science (3)
- ACCT ~~201~~⁴⁰⁵ - Principles of Financial Accounting (3)

Freshman Year, Spring Semester: 15 credits

- ENGL 111 - English Composition (3)
 - AGRS 102 - Agriculture Economics (3)
 - AGRS 205 - Farm/Ranch Management (3)
 - CISB 101 - Business Info Technology (3)
 - Essential Learning - Social Science, Natural Science, Fine Arts, or Humanities (3)
-

Summer: 5 credits

- AGRS 293 - Co-op Work Experience (5)
-

Sophomore Year, Fall Semester: 13 credits

- ENGL 112 - English Composition (3)
- AGRS 240 - Introduction to Soil Science (3)
- AGRS 240L - Introduction to Soil Science Laboratory (1)
- AGRS 125 - Agricultural Machinery (3)
- AGRS 208 - Agriculture Finance (3)

Sophomore Year, Spring Semester: 13 credits

- KINA 1XX Activity (1)
- KINE 100 - Health and Wellness (1)
- Essential Learning - Social Science, Natural Science, Fine Arts, or Humanities (3)
- AGRS 210 - Agricultural Marketing (3)
- Elective (2)
- Elective (3)

Program Modification

Agriculture Science: 2341

Degree Type: AS

Revision to program sheet: Yes No

Description of modification:

AGRS 288 is being changed to three credit hours and AGRS 288L is being deleted.

Justification:

AGRS 288 and AGRS 288L were offered for a total of two-credit hours total (one-credit hour each). By deleting AGRS 288L, combining the coursework in AGRS 288, and changing AGRS 288 to three credit hours, CMU's program will be in line with comparable program at other institutions (CSU in particular, whose program ours should mirror). This change is also more reflective of the work students exhibit in this course.

Revision to SLOs: Yes No

Other changes: Yes No

Discussions with affected departments:

N/A

Proposed by: Katy-Jane Angwin

Director of Teacher Education Signature:

Expected Implementation: Fall 2018



2018-2019 PROGRAM REQUIREMENTS

Degree: Associate of Science

Major: Agricultural Science

About This Major . . .

The Agriculture Science curriculum is designed to provide students the fundamentals of agriculture and related business practices. With this degree, students will be well positioned to transfer into a bachelor degree program in agriculture. Graduates are qualified for employment in a variety of positions associated with sustainable agriculture, including horticultural and livestock operations, wholesale and retail management, nursery operations, and environmental and agricultural education.

All CMU associate graduates are expected to demonstrate proficiency in critical thinking, communication fluency, quantitative fluency, and specialized knowledge/applied learning. In addition to these campus-wide student learning outcomes, graduates of this major will be able to:

1. Apply business communication using listening, verbal and written, and electronic forms that are needed for entry level employment (communication fluency).
2. Apply Mathematical and applied physics concepts for industry to meet employment requirements (quantitative fluency).
3. Research, evaluate, synthesize and apply information/data relevant to business, sciences, and technical careers (specialized knowledge).
4. Demonstrate knowledge of terminology, symbols, business practices, and principles and application of associated technical skills (critical thinking).
5. Perform the necessary applied skill sets to fulfill the needs of entry level employment (applied learning).
6. Demonstrate ethical, civic, and work place responsibility as part of professional behavior (specialized knowledge).

Advising Process and DegreeWorks

This document is intended for informational purposes to help determine what courses and associated requirements are needed to earn a degree. The suggested course sequencing outlines how students could finish degree requirements. Some courses are critical to complete in specific semesters, while others may be moved around. Meeting with an academic advisor is essential in planning courses and altering the suggested course sequencing. It is ultimately the student's responsibility to understand and fulfill the requirements for her/his intended degree(s).

DegreeWorks is an online degree audit tool available in MAVzone. It is the official record used by the Registrar's Office to evaluate progress towards a degree and determine eligibility for graduation. Students are responsible for reviewing their DegreeWorks audit on a regular basis and should discuss questions or concerns with their advisor or academic department head. Discrepancies in requirements should be reported to the Registrar's Office.

Graduation Process

Students must complete the following in the first two months of the semester prior to completing their degree requirements:

- Review their DegreeWorks audit and create a plan that outlines how unmet requirements will be met in the final semester.
- Meet with their advisor and modify their plan as needed. The advisor must approve the final plan.
- Submit the "Intent to Graduate" form to the Registrar's Office to officially declare the intended graduation date and commencement ceremony plans.
- Register for all needed courses and complete all requirements for each degree sought.

Submission deadlines and commencement details can be found at <http://www.coloradomesa.edu/registrar/graduation.html>.

If a student's petition for graduation is denied, it will be her/his responsibility to consult the Registrar's Office regarding next steps

INSTITUTIONAL DEGREE REQUIREMENTS

The following institutional degree requirements apply to all CMU/WCCC Associate of Science (AS) degrees. Specific programs may have different requirements that must be met in addition to institutional requirements.

- 60 semester hours total.
- Students must complete a minimum of 15 of the final 30 semester hours of credit at CMU/WCCC.
- 2.00 cumulative GPA or higher in all CMU/WCCC coursework.
- A grade of “C” or higher must be earned in all Essential Learning courses in order to be accepted for transfer under the Colorado Core Transfer Consortium General Education curriculum or gtPathways, Colorado’s guaranteed transfer program.
- A course may only be used to fulfill one requirement for each degree/certificate.
- No more than six semester hours of independent study courses can be used toward the degree.
- Non-traditional credit, such as advanced placement, credit by examination, credit for prior learning, cooperative education and internships, cannot exceed 15 semester credit hours for an associate of science degree; A maximum of 6 of the 15 credits may be for cooperative education, internships, and practica.
- Pre-collegiate courses (usually numbered below 100) cannot be used for graduation.
- Capstone exit assessment/projects (e.g., Major Field Achievement Test) requirements are identified under Program-Specific Degree Requirements.
- The Catalog Year determines which program sheet and degree requirements a student must fulfill in order to graduate. Visit with your advisor or academic department to determine which catalog year and program requirements you should follow.
- See “Requirements for Undergraduate Degrees and Certificates” in the catalog for a complete list of graduation requirements.

PROGRAM-SPECIFIC DEGREE REQUIREMENTS

- A grade of “C” or higher must be achieved in coursework toward major content area.

~~Institutional degree requirements listed above are sufficient for this major.~~

ESSENTIAL LEARNING REQUIREMENTS (33-31 semester hours)

See the current catalog for a list of courses that fulfill the requirements below. If a course is an Essential Learning option and a requirement for your major, you must use it to fulfill the major requirement and make a different selection for the Essential Learning requirement.

English (6 semester hours, must receive a grade of "C" or better and must be completed by the time the student has 60 semester hours.)

- ENGL 111 - English Composition (3)
- ENGL 112 - English Composition (3)

Mathematics (3 semester hours)

- MATH 110 – College Mathematics (3) or higher

Humanities (3 semester hours)

- Select one Humanities course (3)

Social and Behavioral Sciences (6 semester hours)

- Select one Social and Behavioral Sciences course (3)
- Select one Social and Behavioral Sciences course (3)

Natural Sciences (7 semester hours, one course must include a lab)

- Select one Natural Sciences course (3)
- Select one Natural Sciences course with a lab (4)

History (3 semester hours)

- Select one History course (3)

Fine Arts (3 semester hours)

- Select one Fine Arts course (3)

OTHER LOWER-DIVISION REQUIREMENTS

Wellness Requirement (2 semester hours)

- KINE 100 - Health and Wellness (1)
- Select one Activity course (1)

AS: AGRICULTURE SCIENCE REQUIREMENTS (24 semester hours, must pass all courses with a grade of "C" or higher.)

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Agriculture Courses (17 semester hours)

- AGRS 100 - Practical Crop Production (3)
- AGRS 100L - Practical Crop Production Laboratory (1)
- AGRS 102 - Agriculture Economics (3)
- AGRS 105 - Animal Science (3)
- AGRS 205 - Farm and Ranch Management (3)
- AGRS 240 - Introduction to Soil Science (3)
- AGRS 240L - Introduction to Soil Science Laboratory (1)

Restricted Electives (7-87 semester hours)

Select at least 7 semester hours from the following list. See advisor for recommended tracks.

Animal Science Courses:

- AGRS 225 - Feeds and Feeding (4)
- AGRS 230 - Farm Animal Anatomy and Physiology (3)
- AGRS 250 - Live Animal & Carcass Evaluation (1)
- AGRS 250L - Live Animal & Carcass Evaluation Laboratory (2)
- ~~AGRS 288 - Livestock Practicum (1)~~
- ~~AGRS 288 - Livestock Practicum (43)(3)~~
- ~~AGRS 288L - Livestock Practicum Laboratory (1)~~
- AGRS 296 - Topics: Sustainable Agriculture Practices (1-3)

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Soil and Crop Science Courses:

- ACCT 201 - Principles of Financial Accounting (3)
- AGRS 103 - Introduction to Entomology (2)
- AGRS 103L - Introduction to Entomology Laboratory (1)
- AGRS 110 - Integrated Pest Management (3)
- AGRS 210 - Agricultural Marketing (3)
- AGRS 260 - Plant Propagation (3)
- AGRS 296 - Topics: Sustainable Agriculture Practices (1-3)
- BIOL 203 - Human Nutrition (3)
- PHYS 100 - Concepts of Physics (3)

Agriculture Business Courses:

- AGRS 208 - Agricultural Finance (3)
- AGRS 210 - Agricultural Marketing (3)
- GISB 101 - Business Info Technology (3)

Agriculture Education Courses:

- AGRS 210 - Agricultural Marketing (3)
- AGRS 225 - Feeds and Feeding (4)
- AGRS 118 - Farm Structures and Green Houses (3)

- _____
- _____
- _____
- _____

GENERAL ELECTIVES (3 semester hours)

- _____
- _____

SUGGESTED COURSE SEQUENCING

Freshman Year, Fall Semester: 15 credits

- AGRS 100 - Practical Crop Production (3) and AGRS 100L - Practical Crop Production Laboratory (1)
- AGRS 105 - Animal Science (3)
- ENGL 111 - English Composition (3)
- Essential Learning - Natural Science with lab (4)
- KINE 100 - Health and Wellness (1)

Freshman Year, Spring Semester: 15 credits

- Restricted Elective (3)
 - Essential Learning - Natural Science (3)
 - Elective (3)
 - ENGL 112 - English Composition (3)
 - MATH 110 - College Mathematics (3)
-

Sophomore Year, Fall Semester: 16 credits

- AGRS 102 - Agriculture Economics (3)
- AGRS 240 - Introduction to Soil Science (3) and AGRS 240L - Introduction to Soil Science Laboratory (1)
- Restricted Elective (3)
- Essential Learning - Humanities (3)
- Essential Learning - History (3)

Sophomore Year, Spring Semester: 14 credits

- AGRS 205 - Farm and Ranch Management (3)
 - KINA Activity (1)
 - Essential Learning Fine Arts (3)
 - Restricted Elective (1)
 - Essential Learning Social and Behavioral Sciences (3)
 - Essential Learning Social and Behavioral Sciences (3)
-

Students that intend to continue with Colorado Mesa University should take ESSL 290 Maverick Milestone and ESSL 200 Essential Speech during the final semester of their Associate of Science work.

Department: WCCC - EDEC

Course Additions

EDEC 256

Credit Hours 3

Course Title: Working with Parents, Families, and Community Systems

Abbreviated Title: Working w/Parents/Family/Comm

Contact hours per week: Lecture 3 Lab Field Studio Other

Type of Instructional Activity: Lecture

Academic engagement minutes: 2250 Student preparation minutes: 4500

Intended semesters for offering this course: Fall J-Term Spring Summer

Intended semester to offer course 1st time: Fall 2018

Number of times course may be taken for credit: 1

Essential Learning Course: Yes No

Prerequisites: Yes No

Prerequisite for other course(s): Yes No

Co-requisites: Yes No

Requirement or listed choice for any program of study: Yes No

WCCC AA, Liberal Arts-Early Childhood Ed: 2263

Course is a requirement for a new program:

It will be an elective option.

Overlapping content with present courses offered on campus: Yes No

This was discussed with Blake Bickham. EDEC 256 will be 3 credits - ECSE 410 is only 1 credit. EDEC 256 can be taken by any student at CMU - ECSE 410 can only be taken by Education students who have applied and been accepted into the Teacher Education Program. EDEC 256 is in alignment with the articulation agreement that is currently being drafted between the 2 year and 4 year college to ensure there is a smooth transition for those students who have completed an Associate degree at a community college into 4 year colleges that offer a 4 year degree in Early Childhood Education. EDEC 256 has course objectives that are used by all of the community colleges in the state. Thus students can transfer in without issue from more colleges. Associate degree students will be able to take the EDEC course as an elective for their degree.

Additional faculty FTE required: Yes No

Additional equipment required: Yes No

Additional lab facilities required: Yes No

Course description for catalog:

Exploration of personal attitudes regarding families, family values systems, and how personal attitudes affect parent-professional partnerships in the early childhood education program. This course covers communication, problem-solving, and conflict resolution strategies with respect to children ages birth through 8 years. Effective activities and resources to support family involvement in the classroom will be created.

Justification:

The course is being included as one that will cross over from 2 year degree programs to the 4 year degree programs in Early Childhood

Topical course outline:

Course Additions

- I. Family value systems
- II. Communication
- III. Community resources and the referral process
- IV. Strategies for problem-solving and conflict resolution
- V. Strategies for effective family partnership that promotes inclusion of diverse families
- VI. Beneficial assessment partnerships with families and professional colleagues

Student Learning Outcomes:

1. Examine perspective /implicit bias (racism/classism/sexism/etc) within the different systems (govt./community/cultural/etc.).
2. Compare diversity of family cultures, family structure and community characteristics.
3. Practice effective formal and informal communication strategies used in family-professional partnerships.
4. Examine internal and external family/community resources.
5. Practice problem-solving and conflict resolution strategies related to issues arising while working with family/community partnerships
6. Critique effective family partnership strategies that promote inclusion of families with children with exceptionalities and/or culturally diverse identities.
7. Analyze the benefits and barriers of assessment partnerships with families, professionals, and other community supports.
8. Identify different government regulations and local/state/national policies regarding family professional partnerships.

Discussions with affected departments:

Teacher Education - Course can be used in the elective credit area as long as student receive a grade of 'B' or better.

Proposed by: Tammie Vail Shultz-McCole

Expected Implementation: Fall 2018

Program Modification

Liberal Arts-Early Childhood Ed: 2263

Degree Type: AA

Revision to program sheet: Yes No

Description of modification:

EDEC 256 is an additional elective course.

Justification:

Elective course is accepted at other community colleges and is one of the six courses that is going to be part of the articulation agreement between the community colleges and several of the 4-year colleges that currently offer Early Childhood Bachelor Degrees.

Revision to SLOs: Yes No

Other changes: Yes No

Discussions with affected departments:

Teacher Education - this course will be accepted as an elective only. Discussed with Blake Bickham

o EDEC 256 will be 3 credits - ECSE 410 is only 1 credit

o EDEC 256 can be taken by any student at CMU - ECSE 410 can only be taken by Education students who have applied and been accepted into the Teacher Education Program

o EDEC 256 is in alignment with the articulation agreement that is currently being drafted between the 2 year and 4 year college to ensure there is a smooth transition for those students who have completed an Associate degree at a community college into 4 year colleges that offer a 4 year degree in Early Childhood Education.

o EDEC 256 has course objectives that are used by all of the community colleges in the state. Thus students can transfer in without issue from more colleges.

o Associate degree students will be able to take the EDEC course as an elective for their degree.

Proposed by: Tammie Vail Shoultz-Mccole

Director of Teacher Education Signature:

Expected Implementation: Fall 2018



2017-2018 PROGRAM REQUIREMENTS
Degree: Associate of Arts
Major: Liberal Arts
Emphasis: Early Childhood Education

About This Major . . .

This degree is designed for students who intend to continue their education and obtain a baccalaureate degree. The A.A. is the appropriate choice for students, who will take upper division coursework in the arts, humanities, or social and behavioral sciences. The degree program includes the Colorado Statewide General Education Core and meets the lower division general education requirements at most public institutions in Colorado.

The Early Childhood Education Program provides students with a foundation for working with children from birth to age eight in a variety of settings. Our faculty offer one-on-one guidance for course selection, field placements, student teaching and employment.

With an increasing focus on quality early education, many organizations are requiring their employees to demonstrate a level of expertise provided by this AA degree. Our students complete their degree with a culminating student teaching experience giving them an opportunity to teach in a working classroom in the community for a semester.

Graduates of the early childhood program go on to be employed in large and small child care centers, open up their own home care centers, work in public school settings, or use coursework as a foundation to continue into Early Childhood or elementary teacher license education. In addition, our program aligns with state requirements for early childhood teacher certification and large center director qualification.

For more information on what you can do with this major, go to <http://www.coloradomesa.edu/wccc/programs.html>.

All CMU associate graduates are expected to demonstrate proficiency in critical thinking, communication fluency, quantitative fluency, and specialized knowledge/applied learning. In addition to these campus-wide student learning outcomes, graduates of this major will be able to:

1. Apply the National Association for the Education of Young Children principles and practices in interactions with young children, families and other professionals. (Applied Learning)
2. Utilize mathematical skills required to instruct young children. (Quantitative Fluency)
3. Demonstrate effective written communication skills. (Communication Fluency)
4. Demonstrate effective verbal communication skills. (Communication Fluency)
5. Analyze interactions and teaching experiences from personal journals/administrative evaluations to improve teaching practices. (Critical Thinking/ Specialized Knowledge)

Advising Process and DegreeWorks

This document is intended for informational purposes to help determine what courses and associated requirements are needed to earn a degree. The suggested course sequencing outlines how students could finish degree requirements. Some courses are critical to complete in specific semesters, while others may be moved around. Meeting with an academic advisor is essential in planning courses and altering the suggested course sequencing. It is ultimately the student's responsibility to understand and fulfill the requirements for her/his intended degree(s).

DegreeWorks is an online degree audit tool available in MAVzone. It is the official record used by the Registrar's Office to evaluate progress towards a degree and determine eligibility for graduation. Students are responsible for reviewing their DegreeWorks audit on a regular basis and should discuss questions or concerns with their advisor or academic department head. Discrepancies in requirements should be reported to the Registrar's Office.

Graduation Process

Students must complete the following in the first two months of the semester prior to completing their degree requirements:

- Review their DegreeWorks audit and create a plan that outlines how unmet requirements will be met in the final semester.
- Meet with their advisor and modify their plan as needed. The advisor must approve the final plan.
- Submit the "Intent to Graduate" form to the Registrar's Office to officially declare the intended graduation date and commencement ceremony plans.
- Register for all needed courses and complete all requirements for each degree sought.

Submission deadlines and commencement details can be found at <http://www.coloradomesa.edu/registrar/graduation.html>.

If a student's petition for graduation is denied, it will be her/his responsibility to consult the Registrar's Office regarding next steps

INSTITUTIONAL DEGREE REQUIREMENTS

The following institutional degree requirements apply to all CMU/WCCC Associate of Arts (AA) degrees. Specific programs may have different requirements that must be met in addition to institutional requirements.

- 60 semester hours total.
- Students must complete a minimum of 15 of the final 30 semester hours of credit at CMU/WCCC.
- 2.00 cumulative GPA or higher in all CMU coursework.
- A grade of "BCC" or higher must be earned in all Essential Learning courses in order to be accepted for transfer under the Colorado Core Transfer Consortium General Education curriculum or gtPagePathways, Colorado's guaranteed transfer program.
- A course may only be used to fulfill one requirement for each degree/certificate.
- No more than six semester hours of independent study courses can be used toward the degree.
- Non-traditional credit, such as advanced placement, credit by examination, credit for prior learning, cooperative education and internships, cannot exceed 15 semester credit hours for an AA degree; A maximum of 6 of the 15 credits may be for cooperative education, internships, and practicum.
- Pre-collegiate courses (usually numbered below 100) cannot be used for graduation.
- Capstone exit assessment/projects (e.g., Major Field Achievement Test) requirements are identified under Program-Specific Degree Requirements.
- The Catalog Year determines which program sheet and degree requirements a student must fulfill in order to graduate. Visit with your advisor or academic department to determine which catalog year and program requirements you should follow.
- See "Requirements for Undergraduate Degrees and Certificates" in the catalog for a complete list of graduation requirements.

PROGRAM-SPECIFIC DEGREE REQUIREMENTS

- A grade of "C" or higher must be earned in all Essential Learning courses in order to be accepted for the transfer under the Core Transfer Agreements.
- 2.50 cumulative GPA or higher in all coursework in the major content area.
- Students must have current First Aid/CPR cards
- Students must create a portfolio following department requirements

Commented [DE1]: Just cleaning up. This did not transfer from the 16-17 program sheet.

ESSENTIAL LEARNING REQUIREMENTS (3134 semester hours)

See the current catalog for a list of courses that fulfill the requirements below. If a course is an Essential Learning option and a requirement for your major, you must use it to fulfill the major requirement and make a different selection for the Essential Learning requirement.

English (6 semester hours, must receive a grade of "B" or better and must be completed by the time the student has 60 semester hours.)

- ENGL 111 - English Composition (3)
- ENGL 112 - English Composition (3)

Mathematics (3 semester hours, must receive a grade of "C" or better, must be completed by the time the student has 60 semester hours.)

- MATH 110 – College Mathematics (3) or higher

Humanities (3 semester hours)

- Select one Humanities course (3)

Social and Behavioral Sciences (6 semester hours)

- Select one Social and Behavioral Sciences course (3)
- Select one Social and Behavioral Sciences course (3)

Natural Sciences (7 semester hours, one course must include a lab)

- Select one Natural Sciences course (3)
- Select one Natural Sciences course with a lab (4)

History (3 semester hours)

- Select one History course (3)

Fine Arts (3 semester hours)

- Select one Fine Arts course (3)

OTHER LOWER-DIVISION REQUIREMENTS

Wellness Requirement (2 semester hours)

- KINE 100 - Health and Wellness (1)
- Select one Activity course (1)

AA: LIBERAL ARTS, EARLY CHILDHOOD EDUCATION REQUIREMENTS (2749 semester hours)

Emphasis Specific Courses (19 semester hours)

- One of the following courses:
 - EDEC 238 - Early Childhood Development (3)
 - PSYC 233 - Human Growth & Development (3)
- EDEC 101 - Introduction to Early Childhood (3)
- EDEC 113 - Infant/Toddler Theory/Practice (3)
- EDEC 122 - Ethics in Early Childhood Education (1)
- EDEC 240 - Curriculum & Development: Early Childhood (3)
- EDEC 250 - Exceptionalities in Early Education (3)
- EDEC 299 - Student Teaching in Early Education (3)

RESTRICTED ELECTIVES (8 semester hours)

Select eight semester hours from the following list:

- EDEC 102 - Introduction to Early Childhood Professions Lab Experiences (3)
- EDEC 103 - Guidance Strategies for Children (3)
- EDEC 114 - Infant/Toddler Lab Techniques (3)
- EDEC 196 - Topics (1-3)
- EDEC 205 - Health, Nutrition, and Safety (3)
- EDEC 230 - Curriculum and Development: Infant /Toddler (3)
- EDEC 237 - Social and Emotional Growth (3)
- EDEC 241 - Early Childhood Administration: Human Relations (3)
- [EDEC 256 - Working with Parents, Families, and Community Systems \(3\)](#)
- EDEC 264 - Administration in Early Education (3)
- EDEC 290 - Early Literacy for the Young Child (2)
- EDEC 297 - Practicum (1-2)
- ENGL 240 - Children's Literature (3)
- _____
- _____
- _____
- _____

SUGGESTED COURSE SEQUENCING

Freshman Year, Fall Semester: 16 credits

- ENGL 111 - English Composition (3)
- Essential Learning - Social and Behavioral Sciences (3)
- Essential Learning - Fine Arts (3)
- KINA Activity (1)
- Essential Learning - History (3)
- EDEC 101 - Introduction to Early Childhood (3)

Freshman Year, Spring Semester: 14 credits

- ENGL 112 - English Composition (3)
 - EDEC 122 - Ethics in Early Childhood Education (1)
 - EDEC 240 - Curriculum & Development: Early Childhood (3)
 - KINE 100 - Health and Wellness (1)
 - Early Childhood Education Elective (3)
 - EDEC 238 - Early Childhood Development (3) or PSYC 233 - Human Growth & Development (3)
-

Sophomore Year, Fall Semester: 16 credits

- Essential Learning - Natural Science with Lab (4)
- EDEC 113 - Infant/Toddler Theory and Practice (3)
- Essential Learning - Social and Behavioral Sciences (3)
- MATH 110 - College Mathematics (3)
- Early Childhood Education Elective (3)

Sophomore Year, Spring Semester: 16 credits

- EDEC 299 - Student Teaching in Early Education (3)
 - EDEC 250 - Exceptionalities in Early Education (3)
 - Essential Learning - Natural Science (3)
 - Essential Learning - Humanities (3)
 - Early Childhood Education Elective (2)
-

Students that intend to continue with Colorado Mesa University should take ESSL 290 Maverick Milestone and ESSL 200 Essential Speech during the final semester of their Associate of Arts work.

Department: WCCC - MOAP

Course Additions

MOAP 147

Credit Hours 4

Course Title: Medical Terminology

Abbreviated Title: Medical Terminology

Contact hours per week: Lecture 4 Lab Field Studio Other

Type of Instructional Activity: Lecture

Academic engagement minutes: 3000 Student preparation minutes: 6000

Intended semesters for offering this course: Fall J-Term Spring Summer

Intended semester to offer course 1st time: Fall 2018

Number of times course may be taken for credit: 1

Essential Learning Course: Yes No

Prerequisites: Yes No

Prerequisite for other course(s): Yes No

Co-requisites: Yes No

Requirement or listed choice for any program of study: Yes No

WCCC AAS, Medical Office Assistant: 1396

Overlapping content with present courses offered on campus: Yes No

Additional faculty FTE required: Yes No

Additional equipment required: Yes No

Additional lab facilities required: Yes No

Course description for catalog:

Basic medical terminology as applied to major systems of the body and related diseases. Includes special applications and related to medical practice with emphasis on spelling.

Justification:

Updating the program to meet the current standards in Colorado Community College Numbering System.

Topical course outline:

- Recognize the common word building and body structure
- Label the common terms related to body systems
- Identify and recognize abbreviations and symbols
- Define and recognize terms related to neoplasia and mental health
- Analyze, define and spell common terms related to clinical lab and diagnostic procedures/imaging

Student Learning Outcomes:

- Explain the basic rules of using word parts to form medical terms
- Define commonly used prefixes and suffixes
- Define selected root words
- Combine basic elements to build medical terms
- Analyze words structurally by defining their basic elements and meaning.
- Define common terms related to body systems
- Define common terms related to support ancillary services
- Identify and/or define selected abbreviations and symbols.

Course Additions

Demonstrate correct spelling and pronunciation

Discussions with affected departments:

N/A

Proposed by: Kathy Young

Expected Implementation: Fall 2018

Course Deletions

OFAD 147

Credit Hours 4

Course Title: Medical Terminology

Essential Learning Course: Yes No

Requirement or listed choice for any program of study: Yes No

Prerequisite for other course(s): Yes No

Co-requisite for other course(s): Yes No

Justification:

All OFAD programs have been deleted. MOAP 147 will replace the deleted OFAD 147. OFAD 147 is not currently listed as a requirement for MOAP programs.

Proposed by: Kathy Young

Expected Implementation: Fall 2018

Program Modification

Medical Office Assistant: 1158

Degree Type: Tech Cert (A-M)

Revision to program sheet: Yes No

Description of modification:

The overall program hours changed to 37. MOAP 131 Advanced Billing and Coding (3) and MOAP 249 Medical Office Procedures (3) removed. MOAP 130 Medical Office Administration Insurance Billing and Coding will move from Freshman Spring to Sophomore Spring.

Justification:

MOAP 131 and MOAP 249 are removed from the program because the content in these courses is redundant as it is covered in other required courses, The sequencing is changing to reflect a smoother learning process.

Revision to SLOs: Yes No

Other changes: Yes No

Discussions with affected departments:

N/A

Proposed by: Kathy Young

Director of Teacher Education Signature:

Expected Implementation: Fall 2018



2017-2018 PROGRAM REQUIREMENTS
Degree: Technical Certificate
Program of Study: Medical Office Assistant

About This Major . . .

This program prepares individuals to perform routine clinical and administrative functions in health care facilities, primarily medical clinics or physician's offices. Students successfully completing this program will be able to perform the administrative tasks of a medical receptionist and work in the clinical areas by providing assistance with physical examinations, diagnostic tests and treatment procedures.

All students successfully completing the program are eligible to take the national certification examination offered by the American Medical Technologists, a national certifying agency, to become a Registered Medical Assistant.

For more information on what you can do with this major, go to <http://www.coloradomesa.edu/wccc/programs.html>

All CMU certificate graduates are expected to demonstrate proficiency in critical thinking, communication fluency, quantitative fluency, and specialized knowledge/applied learning. In addition to these campus-wide student learning outcomes, graduates of this major will be able to:

1. Locate, gather and organize evidence on an assigned topic. (Specialized Knowledge)
2. Use program-level mathematical concepts and methods to understand, analyze, and explain issues in quantitative terms. (Quantitative Fluency)
3. Make and defend claims in a well-organized, professional and/or oral presentation that is appropriate for a specific audience. (Communication Fluency)
4. Identify and gather the information/data relevant to the essential question, issue and/or problem and develop informed conclusions. (Critical Thinking)

Advising Process and DegreeWorks

This document is intended for informational purposes to help determine what courses and associated requirements are needed to earn a certificate. Some courses are critical to complete in specific semesters while others may be moved around. Meeting with an academic advisor is essential in planning courses and discussing the suggested course sequencing. It is ultimately the student's responsibility to understand and fulfill the requirements for her/his intended certificate.

DegreeWorks is an online degree audit tool available in MAVzone. It is the official record used by the Registrar's Office to evaluate progress towards a certificate and determine eligibility for graduation. Students are responsible for reviewing their DegreeWorks audit on a regular basis and should discuss questions or concerns with their advisor or academic department head. Discrepancies in requirements should be reported to the Registrar's Office.

Graduation Process

Students must complete the following in the first two months of the semester prior to completing their certificate requirements (for one semester certificates complete in the first week of class):

- Review their DegreeWorks audit and create a plan that outlines how unmet requirements will be met in the final semester.
- Meet with their advisor and modify their plan as needed. The advisor must approve the final plan.
- Submit the "Intent to Graduate" form to the Registrar's Office to officially declare the intended graduation date and commencement ceremony plans.
- Register for all needed courses and complete all requirements for each degree sought.

Submission deadlines and commencement details can be found at <http://www.coloradomesa.edu/registrar/graduation.html>.

If a student's petition for graduation is denied, it will be her/his responsibility to consult the Registrar's Office regarding next steps.

INSTITUTIONAL CERTIFICATE REQUIREMENTS

The following institutional requirements apply to all CMU technical certificates. Specific programs may have different requirements that must be met in addition to institutional requirements.

- Consists of 5-9 semester hours.
- Primarily 100-200 level courses.
- At least fifty percent of the credit hours must be taken at CMU.
- 2.00 cumulative GPA or higher in all CMU coursework.
- A grade lower than "C" will not be counted toward meeting the requirements.
- A course may only be used to fulfill one requirement for each degree/certificate.
- Non-traditional credit, such as advanced placement, credit by examination, credit for prior learning, cooperative education and internships, cannot exceed twenty-five percent of the semester credit hours required for a technical certificate.
- Pre-collegiate courses (usually numbered below 100) cannot be used for graduation.
- Capstone exit assessment/projects (e.g., Major Field Achievement Test) requirements are identified under Program-Specific Certificate Requirements.
- The Catalog Year determines which program sheet and certificate requirements a student must fulfill in order to graduate. Visit with your advisor or academic department to determine which catalog year and program requirements you should follow.
- See "Requirements for Undergraduate Degrees and Certificates" in the catalog for a complete list of graduation requirements.

PROGRAM-SPECIFIC CERTIFICATE REQUIREMENTS

- [40-37](#) semester hours for the Technical Certificate in Medical Office Assistant.

TECHNICAL CERTIFICATE: MEDICAL OFFICE ASSISTANT REQUIREMENTS (~~40-37~~ semester hours, must earn a grade of “C” or better in each course.)

- MOAP 110 - Medical Office Administration (4)
- MOAP 111 - Introduction to Medical Assisting (3)
- MOAP 130 - Medical Office Administration Insurance Billing and Coding (3)
- MOAP 133 - Basic Medical Sciences I (4)
- MOAP 135 - Basic Medical Sciences II (4)
- MOAP 136 - Introduction to Clinical Skills (2)
- MOAP 138 - Medical Assisting Laboratory Skills (4)
- MOAP 140 - Medical Assisting Clinical Skills (4)
- MOAP 150 - Pharmacology for Medical Assistants (3)
- MOAP 183 - Medical Assistant Internship (5)
- MOAP 189 - Review for Medical Assistant National Exam (1)
- ~~MOAP 249 - Medical Office Procedures (3)~~

SUGGESTED COURSE SEQUENCING

Freshman Year, Fall Semester: **136** credits

- MOAP 110 - Medical Office Administration (4)
- MOAP 111 - Introduction to Medical Assisting (3)
- ~~MOAP 130 - Medical Office Administration Insurance Billing and Coding (3)~~
- MOAP 133 - Basic Medical Sciences I (4)
- MOAP 136 - Introduction to Clinical Skills (2)

Freshman Year, Spring Semester: **18** credits

- MOAP 135 - Basic Medical Sciences II (4)
- MOAP 138 - Medical Office Assisting Laboratory Skills (4)
- MOAP 140 - Medical Assisting Clinical Skills (4)
- MOAP 150 - Pharmacology for Medical Assistants (3)
- ~~MOAP 249 - Medical Office Procedures (3)~~
- MOAP 130 Medical Office Administration Insurance Billing and Coding (3)

Freshman Year, Summer Session: **6** credits

- MOAP 183 - Medical Assistant Internship (5)
 - MOAP 189 - Review for Medical Assistant National Exam (1)
-

Program Modification

Medical Office Assistant: 1396

Degree Type: AAS

Revision to program sheet: Yes No

Description of modification:

The overall program hours changed to 61. MOAP 131 Advanced Billing and Coding (3) and MOAP 249 Medical Office Procedures (3) removed, adding MOAP 147 (3). MOAP 130 Medical Office Administration Insurance Billing and Coding will move from Freshman Spring to Sophomore Spring.

Justification:

MOAP 131 and MOAP 249 are removed from the program because content in these courses is redundant as it is covered in other required courses, The sequencing changed to reflect a smoother learning process.

Revision to SLOs: Yes No

Other changes: Yes No

Discussions with affected departments:

N/A

Proposed by: Kathy Young

Director of Teacher Education Signature:

Expected Implementation: Fall 2018



2018-2019 PROGRAM REQUIREMENTS
Degree: Associate of Applied Science
Major: Medical Office Assistant

About This Major . . .

This program prepares individuals to perform clinical and administrative functions in health care facilities, primarily medical clinics or physician's offices. Students successfully completing this program will be able to perform administrative tasks and work in the clinical areas by providing assistance with physical examinations, diagnostic tests, treatments, and procedures.

All students successfully completing the program are eligible to take the national certification examination offered by the American Medical Technologists, a national certifying agency, to become a Registered Medical Assistant.

For more information on what you can do with this major, go to <http://www.coloradomesa.edu/wccc/programs.html>.

All CMU associate graduates are expected to demonstrate proficiency in critical thinking, communication fluency, quantitative fluency, and specialized knowledge/applied learning. In addition to these campus-wide student learning outcomes, graduates of this major will be able to:

1. Demonstrate proficient client assessment and use of information management systems in the medical setting.
2. Demonstrate accurate mathematical skills and quantitative reasoning as a base for patient care decisions.
3. Demonstrate effective oral and written communication utilizing medical terminology, computerized technology, accurate documentation, and verbal expression.
4. Provide safe, quality care by incorporating evidenced-based practice.

Advising Process and DegreeWorks

This document is intended for informational purposes to help determine what courses and associated requirements are needed to earn a degree. The suggested course sequencing outlines how students could finish degree requirements. Some courses are critical to complete in specific semesters, while others may be moved around. Meeting with an academic advisor is essential in planning courses and altering the suggested course sequencing. It is ultimately the student's responsibility to understand and fulfill the requirements for her/his intended degree(s).

DegreeWorks is an online degree audit tool available in MAVzone. It is the official record used by the Registrar's Office to evaluate progress towards a degree and determine eligibility for graduation. Students are responsible for reviewing their DegreeWorks audit on a regular basis and should discuss questions or concerns with their advisor or academic department head. Discrepancies in requirements should be reported to the Registrar's Office.

Graduation Process

Students must complete the following in the first two months of the semester prior to completing their degree requirements:

- Review their DegreeWorks audit and create a plan that outlines how unmet requirements will be met in the final semester.
- Meet with their advisor and modify their plan as needed. The advisor must approve the final plan.
- Submit the "Intent to Graduate" form to the Registrar's Office to officially declare the intended graduation date and commencement ceremony plans.
- Register for all needed courses and complete all requirements for each degree sought.

Submission deadlines and commencement details can be found at <http://www.coloradomesa.edu/registrar/graduation.html>.

If a student's petition for graduation is denied, it will be her/his responsibility to consult the Registrar's Office regarding next steps.

INSTITUTIONAL DEGREE REQUIREMENTS

The following institutional degree requirements apply to all CMU/WCCC AAS degrees. Specific programs may have different requirements that must be met in addition to institutional requirements.

- 60 semester hours minimum.
- Students must complete a minimum of 15 of the final 30 semester hours of credit at CMU/WCCC.
- 2.00 cumulative GPA or higher in all CMU/WCCC coursework.
- A course may only be used to fulfill one requirement for each degree/certificate.
- No more than six semester hours of independent study courses can be used toward the degree.
- Non-traditional credit, such as advanced placement, credit by examination, credit for prior learning, cooperative education and internships, cannot exceed 20 semester credit hours for an AAS degree.
- Pre-collegiate courses (usually numbered below 100) cannot be used for graduation.
- Capstone exit assessment/projects (e.g., Major Field Achievement Test) requirements are identified under Program-Specific Degree Requirements.
- The Catalog Year determines which program sheet and degree requirements a student must fulfill in order to graduate. Visit with your advisor or academic department to determine which catalog year and program requirements you should follow.
- See "Requirements for Undergraduate Degrees and Certificates" in the catalog for a complete list of graduation requirements.

PROGRAM-SPECIFIC DEGREE REQUIREMENTS

- ~~61~~ 63-semester hours total for the AAS, Medical Office Assistant.
- A minimum of 16 hours taken at CMU in no fewer than two semesters.
- A grade of "C" or higher must be achieved in coursework toward major content area.

ESSENTIAL LEARNING REQUIREMENTS (15 semester hours)

See the current catalog for a list of courses that fulfill the requirements below. If a course is an Essential Learning option and a requirement for your major, you must use it to fulfill the major requirement and make a different selection for the Essential Learning requirement.

Communication (6 semester hours)

- ENGL 111 - English Composition (3)
- One of the following courses:
 - ENGL 112 - English Composition (3)
 - SPCH 102 - Speechmaking (3)

Mathematics (3 semester hours)

- MATH 107 - Career Math (3) or higher

Other Essential Learning Core Courses (6 semester hours)

- Select one Social and Behavioral Sciences, History, Natural Sciences, Fine Arts or Humanities course (3)
- Select one Social and Behavioral Sciences, History, Natural Sciences, Fine Arts or Humanities course (3)

OTHER LOWER-DIVISION REQUIREMENTS

Wellness Requirement (2 semester hours)

- KINE 100 - Health and Wellness (1)
- Select one Activity course (1)

AAS: MEDICAL OFFICE ASSISTANT (~~46~~[4344](#) semester hours, must earn a grade of "C" or better in each course.)

- MOAP 110 - Medical Office Administration (4)
- MOAP 111 - Introduction to Medical Assisting (3)
- MOAP 130 - Medical Office Administration Insurance Billing and Coding (3)
- ~~MOAP 131 - Advanced Billing and Coding (3)~~
- MOAP 133 - Basic Medical Sciences I (4)
- MOAP 135 - Basic Medical Sciences II (4)
- MOAP 136 - Introduction to Clinical Skills (2)
- MOAP 138 - Medical Assisting Laboratory Skills (4)
- MOAP 140 - Medical Assisting Clinical Skills (4)
- [MOAP 147 - Medical Terminology \(4\)](#)
- MOAP 150 - Pharmacology for Medical Assistants (3)
- MOAP 183 - Medical Assistant Internship (5)
- MOAP 189 - Review for Medical Assistant National Exam (1)
- ~~MOAP 249 - Medical Office Procedures (3)~~
- SPCH 101 - Interpersonal Communication (3)

SUGGESTED COURSE SEQUENCING

Freshman Year, Fall Semester: 15 credits

- ENGL 111 - English Composition (3)
- Social and Behavioral Sciences, History, Natural Sciences, Fine Arts or Humanities course (3)
- MOAP 110 - Medical Office Administration (4)
- MOAP 111 - Introduction to Medical Assisting (3)
- KINE 100 - Health and Wellness (1)
- KINA 1XX - Activity (1)

Freshman Year, Spring Semester: 13 credits

- ENGL 112 - English Composition (3) or SPCH 102 - Speechmaking (3)
- MATH 107 - Career Math (3)
- ~~MOAP 120 - Medical Office Administration Insurance Billing and Coding (3)~~
- MOAP 133 - Basic Medical Sciences I (4)
- Social and Behavioral Sciences, History, Natural Sciences, Fine Arts or Humanities course (3)

Sophomore Year, Fall Semester: 14 credits

- ~~MOAP 131 - Advanced Billing and Coding (3)~~
- MOAP 135 - Basic Medical Sciences II (4)
- MOAP 138 - Medical Assisting Laboratory Skills (4)
- [MOAP 147 - Medical Terminology \(4\)](#)
- MOAP 150 - Pharmacology for Medical Assistants (3)

Sophomore Year, Spring Semester: 12 credits

- ~~MOAP 130 - Medical Office Administration Insurance Billing and Coding (3)~~
- ~~MOAP 136 - Introduction to Clinical Skills (2)~~
- MOAP 140 - Medical Assisting Clinical Skills (4)
- ~~MOAP 249 - Medical Office Procedures (3)~~
- SPCH 101 - Interpersonal Communication (3)

Sophomore Year, Summer Session: 6 credits

- MOAP 183 Medical Assistant Internship (5)
 - MOAP 189 Review for National Exam (1)
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Department: WCCC - V&E

Program Modification

Viticulture and Enology: 1309

Degree Type: AAS

Revision to program sheet: Yes No

Description of modification:

Change the suggested course sequencing for the AAS Viticulture and Enology Program.

Justification:

The revised sequence has each course building on each other and will help prepare and give the student the skills needed for success

Revision to SLOs: Yes No

Other changes: Yes No

Discussions with affected departments:

N/A

Proposed by: Jenne Baldwin-Eaton

Director of Teacher Education Signature:

Expected Implementation: Fall 2018



2017-2018 PROGRAM REQUIREMENTS
Degree: Associate of Applied Science
Major: Viticulture and Enology

About This Major . . .

About This Major . . . The Viticulture and Enology curriculum is designed to provide the entrepreneurial and technical skills necessary to manage a profitable, environmentally sound, vineyard and/or winemaking business. Students learn the fundamentals of sustainable viticulture, focusing on cultivars that are suitable for Colorado, as well as the science of fermentation, and the fundamentals of producing and testing wine. Emphasis is placed on entrepreneurial and practical field training. As part of their education, students will participate in the establishment and management of a vineyard, and the production of wine. Graduates are qualified for employment in a variety of positions associated with viticulture and winemaking businesses.

This program will provide the student with an understanding of the viticulture and enology industry, the principles and science underlying operation and control decisions, and financial practices and measures common to the businesses. The graduate will understand the technical aspects of the work, the responsibilities of the work and the importance of safety in this vitally important career.

For more information on what you can do with this major, go to <http://www.coloradomesa.edu/wccc/programs.html>

All CMU associate graduates are expected to demonstrate proficiency in critical thinking, communication fluency, quantitative fluency, and specialized knowledge/applied learning. In addition to these campus-wide student learning outcomes, graduates of this major will be able to:

1. Apply business communication using listening, verbal and written and electronic forms that are needed for entry level employment. (Communication Fluency)
2. Apply mathematical and applied physics concepts for industry to meet employment requirements. (Quantitative Fluency)
3. Research, evaluate, synthesize and apply information/data relevant to business, sciences and technical careers. (Critical Thinking)
4. Demonstrate knowledge of terminology, symbols, business practices, and principles and application of technical skills. (Specialized Knowledge)

Advising Process and DegreeWorks

This document is intended for informational purposes to help determine what courses and associated requirements are needed to earn a degree. The suggested course sequencing outlines how students could finish degree requirements. Some courses are critical to complete in specific semesters, while others may be moved around. Meeting with an academic advisor is essential in planning courses and altering the suggested course sequencing. It is ultimately the student's responsibility to understand and fulfill the requirements for her/his intended degree(s).

DegreeWorks is an online degree audit tool available in MAVzone. It is the official record used by the Registrar's Office to evaluate progress towards a degree and determine eligibility for graduation. Students are responsible for reviewing their DegreeWorks audit on a regular basis and should discuss questions or concerns with their advisor or academic department head. Discrepancies in requirements should be reported to the Registrar's Office.

Graduation Process

Students must complete the following in the first two months of the semester prior to completing their degree requirements:

- Review their DegreeWorks audit and create a plan that outlines how unmet requirements will be met in the final semester.
- Meet with their advisor and modify their plan as needed. The advisor must approve the final plan.
- Submit the "Intent to Graduate" form to the Registrar's Office to officially declare the intended graduation date and commencement ceremony plans.
- Register for all needed courses and complete all requirements for each degree sought.

Submission deadlines and commencement details can be found at <http://www.coloradomesa.edu/registrar/graduation.html>.

If a student's petition for graduation is denied, it will be her/his responsibility to consult the Registrar's Office regarding next steps.

INSTITUTIONAL DEGREE REQUIREMENTS

The following institutional degree requirements apply to all CMU/WCCC AAS degrees. Specific programs may have different requirements that must be met in addition to institutional requirements.

- 60 semester hours minimum.
- Students must complete a minimum of 15 of the final 30 semester hours of credit at CMU/WCCC.
- 2.00 cumulative GPA or higher in all CMU/WCCC coursework.
- A course may only be used to fulfill one requirement for each degree/certificate.
- No more than six semester hours of independent study courses can be used toward the degree.
- Non-traditional credit, such as advanced placement, credit by examination, credit for prior learning, cooperative education and internships, cannot exceed 20 semester credit hours for an AAS degree.
- Pre-collegiate courses (usually numbered below 100) cannot be used for graduation.
- Capstone exit assessment/projects (e.g., Major Field Achievement Test) requirements are identified under Program-Specific Degree Requirements.
- The Catalog Year determines which program sheet and degree requirements a student must fulfill in order to graduate. Visit with your advisor or academic department to determine which catalog year and program requirements you should follow.
- See "Requirements for Undergraduate Degrees and Certificates" in the catalog for a complete list of graduation requirements.

PROGRAM-SPECIFIC DEGREE REQUIREMENTS

- 65 semester hours total for the AAS, Viticulture and Enology.
- A minimum of 16 semester hours taken at CMU in no fewer than two semesters.
- A "C" or better must be achieved in coursework toward major content area.

ESSENTIAL LEARNING REQUIREMENTS (15 semester hours)

See the current catalog for a list of courses that fulfill the requirements below. If a course is an Essential Learning option and a requirement for your major, you must use it to fulfill the major requirement and make a different selection for the Essential Learning requirement.

Communication (6 semester hours)

- ENGL 111 - English Composition (3)
- Select one of the following courses:
 - ENGL 112 - English Composition (3)
 - SPCH 101 - Interpersonal Communication (3)
 - SPCH 102 - Speechmaking (3)

Mathematics (3 semester hours)

- MATH 107 - Career Math (3) or higher

Other Essential Learning Core Courses (6 semester hours)

- Select one Social and Behavioral Sciences, History, Natural Sciences, Fine Arts or Humanities course (3)
- Select one Social and Behavioral Sciences, History, Natural Sciences, Fine Arts or Humanities course (3)

OTHER LOWER-DIVISION REQUIREMENTS

Wellness Requirement (2 semester hours)

- KINE 100 - Health and Wellness (1)
- Select one Activity course (1)

AAS: VITICULTURE AND ENOLOGY (48 semester hours, must earn a "C" or better in each course.)

- AGRS 100 - Practical Crop Production (3)
- AGRS 100L - Practical Crop Production Laboratory (1)
- AGRS 101 - Fermented Beverages (3)
- AGRS 104 - Agriculture Chemistry (3)
- AGRS 106 - Fermentation Science (2)
- AGRS 106L - Fermentation Science Laboratory (1)
- AGRS 130 - Vineyard Establishment and Management (3)
- AGRS 130L - Vineyard Establishment and Management Laboratory (1)
- AGRS 165 - Winemaking I (3)
- AGRS 165L - Winemaking I Laboratory (1)
- AGRS 170 - Sensory Analysis (3)
- AGRS 189 - Viticulture Practicum (3)
- AGRS 202 - Winery Operation and Marketing (3)
- AGRS 205 - Farm and Ranch Management (3)
- AGRS 240 - Introduction to Soil Science (3)
- AGRS 240L - Introduction to Soil Science Laboratory (1)
- AGRS 245 - Winemaking II (2)
- AGRS 245L - Winemaking II Laboratory (1)
- AGRS 255 - Viticulture Harvest and Post-Harvest Management (2)
- AGRS 255L - Viticulture Harvest and Post-Harvest Laboratory (1)
- AGRS 270 - Science of Winemaking (2)
- AGRS 275 - Winemaking III (3)

SUGGESTED COURSE SEQUENCING

Freshman Year, Fall Semester: 14 credits

- AGRS 100 - Practical Crop Production (3) and AGRS 100L - Practical Crop Production Laboratory (1)
- ~~AGRS 101 - Fermented Beverages (3)~~
- ~~AGRS 240 - Introduction to Soil Science (3) and AGRS 240L - Introduction to Soil Science Laboratory (1)~~
- ENGL 111 - English Composition (3)
- MATH 107 - Career Math (3) or higher
- ~~KINA XXX - Activity course (1)~~

Freshman Year, Spring Semester: 176 credits

- ~~AGRS 101 - Fermented Beverages (3)~~
- AGRS 104 - Agriculture Chemistry (3)
- AGRS 106 - Fermentation Science (2) and AGRS 106L - Fermentation Science Laboratory (1)
- AGRS 130 - Vineyard Establishment/Management (3) and AGRS 130L - Vineyard Establishment/Management Laboratory (1)
- ~~AGRS 165 - Winemaking I (3) and AGRS 165L - Winemaking I Laboratory (1)~~
- ENGL 112 - English Composition (3) or SPCH 101 - Interpersonal Communication (3) or SPCH 102 - Speechmaking (3)

Freshman Year, Summer Semester: 3 credits

- AGRS 189 - Viticulture Practicum (3)

Sophomore Year, Fall Semester: 16 credits

- ~~AGRS 165 - Winemaking I (3) and AGRS 165L - Winemaking I Laboratory (1)~~
- ~~AGRS 170 - Sensory Analysis (3)~~
- ~~AGRS 202 - Winery Operation and Marketing (3)~~ AGRS 240 - Introduction to Soil Science (3) and AGRS 240L - Introduction to Soil Science Laboratory (1)
- ~~AGRS 245 - Winemaking II (2) and AGRS 245L - Winemaking II Laboratory (1)~~
- ~~AGRS 255 - Viticulture Harvest and Post-Harvest Management (2) and AGRS 255L - Viticulture Harvest and Post-Harvest Laboratory (1)~~
- ~~AGRS 270 - Science of Winemaking (2)~~
- Social and Behavioral Sciences, History, Natural Sciences, Fine Arts or Humanities course (3)
- ~~KINE 100 - Health and Wellness (1)~~
-

Sophomore Year, Spring Semester: 156 credits

- ~~AGRS 170 - Sensory Analysis (3)~~
- ~~AGRS 202 - Winery Operation and Marketing (3)~~
- ~~AGRS 205 - Farm and Ranch Management (3)~~ AGRS 205 - Farm and Ranch Management (3)
- ~~AGRS 275 - Winemaking III (3)~~
- ~~AGRS 245 - Winemaking II (2) and AGRS 245L - Winemaking II Laboratory (1)~~
- Social and Behavioral Sciences, History, Natural Sciences, Fine Arts or Humanities course (3)
- ~~AGRS 270 - Science of Winemaking (2)~~
- ~~AGRS 275 - Winemaking III (3)~~
- ~~KINE 100 - Health and Wellness (1)~~
- ~~KINA XXX - Activity course (1)~~

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