

Academic Affairs Committee Minutes

Date: 1/08/20234, 3:30 - 4:30 pm, MET 208 and Zoom

<p><u>Present (voting members):</u> Annemarie Hamlin (<i>Vice President of Academic Affairs</i>) Ralph Phillips (<i>CTE Faculty</i>) Jared Green (<i>Dave Rep.</i>) Becky Plassmann (<i>Faculty Senate Representative</i>) Scott Dove (<i>Classified Representative</i>) Paula Simone (<i>Academic Affairs Chair</i>) Monte Cheney (<i>Transfer Faculty</i>) Kiri Simning (<i>Faculty at Large</i>)</p>	<p><u>Absent (voting members):</u> Jake Agatucci (<i>Transfer Faculty</i>)</p>
<p><u>Present (non-voting members):</u> Chloe Inoue (<i>Committee Specialist</i>) Nicholas Recktenwald (<i>Director of Assessment and Curriculum, non-voting</i>) Tyler Hayes (<i>Registrar</i>) Sara Henson (<i>Faculty Forum Exec. Comm.</i>)</p>	<p><u>Absent (non-voting members):</u> Beth Palmer (<i>CTE Council Representative</i>)</p> <p><u>Guests:</u></p>

Meeting called to order at 3:30.

Note: **Approval and Action items written in red.**

Unfinished Business:

1. Review Academic Affairs Committee Minutes from 12/04/2023

Scott Dove motioned to approve minutes with edits, Kiri Simning 2nd, motion passed unanimously.

New Business:

Action Item: HIM Medical Coding One Year Certificate, 2nd Reading

1. We now have a signed Advisory Board letter, which we didn't have during the previous meeting.
2. This is under 60 credits, which permits it to be a one year certificate.
3. It would be useful if a sample plan was created, to ensure that it's possible to complete this certificate in a year.
4. CIS 131 has been removed from this plan, in order to permit the biology sequence.
5. Is this a certificate that will be utilized in correlation with an AAS, or is it a stand-alone credential?
 - a. Page 4: "Most coding jobs require a credential or certificate for employment. In order to sit for a national credential exam, students must have certificate of completion from a coding program."
 - b. Page 11: "The Medical Coding One Year Certificate of Completion program is designed as a career ladder within the AAS HIM two-year degree to allow learners to enter the workforce within the first year of the program. Learners may begin working in the healthcare industry as professional medical coders while continuing the pursuit of their associates degree and obtaining their credential as a Registered Health Information Technician, which greatly broadens their health career options."
6. Prior to approval, it would be helpful to have clarification about whether or not this certificate is part of an AAS track and what occupations this certificate specifically works towards. The appendices need to consistently reflect this.

- a. What is the pay differential between having an AAS vs. acquiring this one-year certificate?
7. There are two different titles for this certificate— what is the official name?

Annemarie motioned to table for more information, Becky Plassmann 2nd, motion passed unanimously.

Action Item: Construction Trades & Apprenticeship Readiness Certificate, 2nd Reading

1. This is designed off of the Chemeketa pre-apprenticeship program.
2. An edit was made, stating “MTH 060: Basic Algebra* (or higher).”
 - a. This certificate isn’t necessarily weighted towards High School students, but permitting MTH 060 or higher, will make it more accessible for High School students.
3. “The Construction Trades and Apprenticeship Readiness Certificate of Completion prepares students for entry-level skilled trade jobs and Registered Apprenticeship programs in variety of skilled trades focused on interior and exterior construction. These include carpenters, electricians, boiler operators, and construction specialists.”
 - a. Does this certificate provide points towards these specializations (as listed above).

Becky Plassmann motioned to approve, Kiri Simning 2nd, motion passed unanimously.

Meeting adjourned at 4:30.