Curriculum Committee Meeting Agenda

Voting Committee Members

Chair – Kristen Booth (Pre-College)
Vice Chair – Todd Meislahn (Business)

Tyson Aldrich (Tech/Trade)
Andrea Chrisman (Science)
Jessamyn Duckwall (Art/Com)
John Evans (Math)
Anne Kelly (Inst Dean/Dir)
Mimi Pentz (Nurs/Hlth Occ)
Stephen Shwiff (Soc Sci/Ed)

Non-Voting Committee Members

Jarett Gilbert (VP Instructional Services)
Susan Lewis (Curriculum)
Cat Graham (Student Services)

Support Staff

Sara Wade (Instructional Services)

Guests

Rob Kovacich

October 23, 2025 3:30 – 5:00 pm
The Dalles Campus, room 1.162 (Board Room, Building 1 next to cafe)
Join Zoom Meeting: https://cgcc.zoom.us/j/89675227929 (members are requested to turn their cameras on)

Approval of Minutes from October 9, 2025 [1]

Old Business:

1. Revised curriculum submission format (postponed to a future meeting)

Submissions [2]

1. Rob Kovacich (3:40 – 3:45 pm)
    - CH 121 General Chemistry I (Course Revision: title, txt/mat)
    - CH 121 General Chemistry II (Course Revision: title, txt/mat)
    - CH 121 General Chemistry II (Course Revision: title, txt/mat)
    - Paramedic AAS – Modified Degree / Certificate Revision (Course title)

New Business

1. New CPL Administrative Rule [3] (Susan)
    - AR 040.???.??? – Credit for Prior Learning – General

Discussion Items

1. Inclusion of successful completion of the Aviation Licensure Exams as part of degree requirements [4] (Tyson Aldrich)
2. BAS in Elementary Education submission update (Susan)

Next Meeting: November 6, 2025
Attachments: [1] October 9, 2025 Minutes; [2] Submissions: 3 Course Revisions, 1 Modified Degree / Certificate Request; [3] AR CPL – General; [4] Aviation Maintenance catalog pages

Curriculum Committee Minutes
Thursday, October 9, 2025
Location: Zoom

PRESENT:

Voting Committee Members

Chair- Kristen Booth (Pre-College)
Todd Meislahn (Business)
Mimi Pentz (Nursing/Health)
Jessamyn Duckwall (Art,Cult,Comm)
Anne Kelly (Sub-Inst Dean)
Tyson Aldrich (Tech/Trade)
Stephen Shwiff (Social Science)
Andrea Chrisman (Science)
John Evans (Math)

Non-Voting Members

Jarett Gilbert (VP Instructional Services)
Susan Lewis (Curriculum)
Cat Graham (Student Services)

Support Staff

Sara Wade (Instructional Services)

Guests

Absent
Voting Members:

Non-Voting Member

Item	Discussion	Action
Call to Order:	Vice Chair Todd Meislahn called the meeting to order at 3:34pm	
Approval of September 18, 2025 Minutes	**Motion: approve as written.**	Motion: Stephen 2nds: Tyson 7 in favor – 0 opposed – 0 abstains
Submissions:		
BA 226Z Introduction to Business Law (Course Revision: out, cont)	Todd explained that this correct the fifth outcome, as well as add a sixth outcome to BA226Z. **Motion: approve as written.**	Motion: Stephen 2nds: Mimi 8 in favor – 0 opposed – 0 abstains

New Business:		
Review of Curriculum Committee ARs and OPs	There is a change in how ARs and OPs on how they will be managed. The Equity Vetting Tool will be applied to these ARs and OPs as it was used in the review and updates of the Board Policies last year. Susan does not have the tool and with an upcoming training in the future. The committee agreed to move forward in reviewing each AR and OP that lives within the Curriculum Committee, reviewing the technical language and all things curriculum, with keeping in mind of making sure the AR/OPs were equitable and DEI review at a later date.	
AR 040.009.000 – Curriculum Development and Approval	The only change was adding the college's strategic priorities. **Motion: approve as written.**	Motion: Stephen 2nds: Kristen 9 in favor – 0 opposed – 0 abstains
OP 040.009.001 – Curriculum Development and Approval	**Motion: approve as written.**	Motion: Kristen 2nds: Mimi 9 in favor – 0 opposed – 0 abstains
AR 040.016.000 – Requisite Requirement + Prerequisite Override Form	Updated to add "FA" grade and new strategic priorities. The grading AR will need to be updated to reflect the changes with the new FA grade. Susan will create an OP for what the student and the registrar will do for process to complete an override. **Motion: approve as written.**	Motion: Stephen 2nds: Todd 9 in favor – 0 opposed – 0 abstains
AR 040.017.000 – Transfer and General Degree Requirements	Updated to remove the AAOT- BUS Degree which has been suspended, and to add the new Strategic Priorities **Motion: approve as written.**	Motion: Mimi 2nds: Anne 9 in favor – 0 opposed – 0 abstains
AR 040.027.000 – Credit Guidelines	Added new strategic priorities. **Motion: approve as written**	Motion: Stephen 2nds: Kristen 9 in favor – 0 opposed – 0 abstains
AR 040.033.000 – Related Instruction	Updated to include new language, approved last year, changing gen ed and related instruction requirements for AAS degrees. Also added new Strategic Priorities. **Motion: approve as written**	Motion: Mimi 2nds: Kristen 9 in favor – 0 opposed – 0 abstains

OP 040.033.001 – Related Instruction	Updated to include new language, approved last year, changing gen ed and related instruction requirements for AAS degrees. **Motion: approve as written**	Motion: Mimi 2nds: Kristen 8 in favor – 0 opposed – 0 abstains
AR 040.035.000 – Occupational Supplementary Courses / Continuing Education Units	Added new strategic priorities. **Motion: approve as written**	Motion: Anne 2nds: jessaymn 9 in favor – 0 opposed – 0 abstains
OP 040.035.001 – Occupational Supplementary Courses / Continuing Education Units	**Motion: approve as written.**	Motion: Kristen 2nds: Mimi 9 in favor – 0 opposed – 0 abstains
AR 040.037.000 – Termination of a Program	Added new strategic priorities. **Motion: approve as written**	Motion: Kristen 2nds: Anne 9 in favor – 0 opposed – 0 abstains
OP 040.037.001 – Termination of a Program	**Motion: approve as written**	Motion: Anne 2nds: Mimi 9 in favor – 0 opposed – 0 abstains
Discussion Items:		
New Certificate & Degrees Submissions	Discussion and explanation of how new degrees and certificates are submitted to the state and the required inclusion of responses to the HECC standards. Suggesting that the state required documents be a part of the Curriculum Committee packet for approval, this will include the paperwork for the HECC, proposed budget, and the mapping of the course outcomes to program outcomes. It will provide more relevant documentation on the creation, purpose, and sustainability of the new award, and make the submission process smoother and more fluid. **Susan and Kristen will bring examples to a future meeting for further discussion and approval of this new process.	
CC Meeting Location	The committee has decided to go back to in-person meetings on The Dalles Campus with a Zoom link for those in Hood River or need to be remote.	
Meeting Adjourned: 4:30pm	**All in favor, Chair Kristen closed the meeting at 4:32pm**	**Next Meeting: October 23, 2025**

CC date 10.23.25
CC decision _____
CC vote _____

Columbia Gorge Community College

Course Revision

(Double click on check boxes to activate dialog box)

What are you seeking to revise? Check all that apply		
☐ Course number / Prefix	☐ Description	☒ Text / Materials
☒ Title	☐ Requisites	☐ Related Instruction
☐ Credits	☐ Outcomes	☐ Course Activities
☐ Repeatability	☐ Content	☐ Department Note

SECTION #1 GENERAL INFORMATION & REVISIONS			
Department	Science	Submitter name Phone Email	Rob Kovacich 541-506-6174 rkovacich@cgcc.edu
Reason for Revision	At request of HECC, to change the title of the course so that it doesn't match the title of the CCN courses for CH 221, 222, and 223		
Current prefix and number	CH 121	Proposed prefix and number	No change
Current Course Title	General Chemistry I	Proposed Course Title (75 characters max)	General Chemistry for Non-Science Majors
Current Course Credits	5	Proposed Course Credits	No change
Current Repeatability	0	Proposed Repeatability	No change
ACTI Code (Curriculum Office)		CIP Code (Curriculum Office)	

COURSE DESCRIPTION: To be used in the catalog and schedule of classes. Begin each sentence of the course description with an active verb. Avoid using the phrases: "This course will …" and/or "Students will ..." Include course requisites in the description. Guidelines for writing concise descriptions can be found at Writing Course Descriptions.

Current Description (required whether being revised or not)	Proposed Description
Explores general chemistry, focusing on the following topics: Matter, Measurement, Problem Solving, Atoms, Elements, Molecules, Compounds, Chemical Equations, Chemical Quantities, Aqueous Reactions, Gases, Thermochemistry, and the Quantum-Mechanical Model of the Atom. This is the first course in a sequence that is designed for students who have had no previous training in chemistry. Entering students are expected to have a working knowledge of high school algebra, logarithms, and scientific notation. Prerequisite/Concurrent: MTH 95 or equivalent placement, WR 121 or WR 121Z. Audit available.	No change

REQUISITES: Note: If this course has been approved for the Gen Ed list, it will have, as a default the following requisites: "Prerequisite: placement into MTH 65 or MTH 98. Prerequisite/concurrent: WR 121." If the department wants to set the WR and/or MTH prerequisites at a lower level, you will need to submit the Opt-out of Standard Prerequisites Request form, which can be found on the Curriculum Office webpage..

Current prerequisites, corequisites and concurrent (if no change, leave blank)

☐ Standard requisites (do not revise) – Prerequisite: placement into MTH 65 or MTH 98. Prerequisite/concurrent: WR 121.			
☐ Placement into:			
prefix & number:	☐ Prerequisite	☐ Corequisite	☐ pre/con
prefix & number:	☐ Prerequisite	☐ Corequisite	☐ pre/con
Proposed prerequisites, corequisites and concurrent			
☐ Standard requisites (do not revise) – Prerequisite: placement into MTH 65 or MTH 98. Prerequisite/concurrent: WR 121.			
☐ Placement into:			
prefix & number:	☐ Prerequisite	☐ Corequisite	☐ pre/con
prefix & number:	☐ Prerequisite	☐ Corequisite	☐ pre/con

LEARNING OUTCOMES: Describe what the student will be able to do "out there" (in their life roles as worker, family member, community citizen, global citizen or lifelong learners). Outcomes must be measurable through the application of direct and/or indirect assessment strategies. Three to six outcomes are recommended. Start each outcome with an active verb, completing the sentence starter provided. (See Writing Learning Outcomes on the curriculum website for examples.)
*****NOTE: Gen Ed Courses revising outcomes are required to submit a new Gen Ed Request form. A new Cultural Literacy Request form will also be required of any course with a Cultural Literacy designation.*****

Current learning outcomes (required whether being revised or not)	New learning outcomes
Upon successful completion of this course, students will be able to: 1. Assess the impact of general chemical theory on phenomena encountered in everyday life including the environment and human health. 2. Apply critical thinking skills and an understanding of scientific inquiry to make evidence-based decisions on issues that affect the environment and the community and encourage lifelong learning. 3. Formulate mathematical and chemical models based on quantitative and qualitative reasoning in order to solve problems. 4. Communicate complex scientific concepts and reasoning effectively, both orally and through formal and informal writings and reports. 5. Collaborate effectively with a diverse team to solve complex problems and accomplish tasks effectively. 6. Critically evaluate sources of scientific information to determine the validity of the data.	Upon successful completion of this course, students will be able to: No change

Course Content – organized by outcomes (list each outcome followed by an outline of the related content):	(required if revising outcomes) No change

Suggested Texts & Materials updates (specify if any texts or materials are required):	Periodic Table, Scientific Calculator, OpenStax Chemistry
Department Required Course Activities (optional)	(update as needed) No change
Department Notes (optional)	(update as needed) No change

Is this course used for related instruction?	☐ Yes ☐ No
If yes, then check to see if the hours of student learning should be amended in the related instruction template to reflect the revision. This may require a related instruction curriculum revision.	

SECTION #2 IMPACT ON OTHER DEPARTMENTS	
Are there changes being requested that may impact other departments, such as academic programs that require this course as a prerequisite for courses, degrees, or certificates?	☒ Yes ☐ No
Please provide details, who was contacted and the resolution.	
CH 121 is required for the Paramedic AAS. The Health pathway has been informed and agrees with the change. A modified degree/certificate form has been submitted.	
Implementation term	☒ Start of next academic year (summer term) ☐ Specify term (if BEFORE start of next academic year) Explain reason for mid-year start:
Allow 2-3 months to complete the approval process before scheduling the course.	

SECTION #3 DEPARTMENT REVIEW		
"I vouch that this submission has been reviewed by the affiliated department chair and department dean/director and that they have given initial authorization for this submission. I am requesting that it be placed on the next Curriculum Committee agenda with available time slots. I understand that I am required to complete and submit, prior to the day my submission is reviewed by the Curriculum Committee, a Course Signature Form signed by the department chair and dean/director."		
Submitter	Email	Date
Rob Kovacich	rkovacich@cgcc.edu	10/8/25
Department Chair (enter name of department chair): Rob Kovacich		
Department Dean/Director (enter name of department dean/director): Jarett Gilbert		

NEXT STEPS:

1. Save this document as the course prefix and number (e.g. MTH 65 or HST 104). Send completed form electronically to slewis@cgcc.edu.

CC date 10.23.25
CC decision _____
CC vote _____

Columbia Gorge Community College

Course Revision

(Double click on check boxes to activate dialog box)

What are you seeking to revise? Check all that apply		
☐ Course number / Prefix	☐ Description	☒ Text / Materials
☒ Title	☐ Requisites	☐ Related Instruction
☐ Credits	☐ Outcomes	☐ Course Activities
☐ Repeatability	☐ Content	☐ Department Note

SECTION #1 GENERAL INFORMATION & REVISIONS			
Department	Science	Submitter name Phone Email	Rob Kovacich 541-506-6174 rkovacich@cgcc.edu
Reason for Revision	At request of HECC, to change the title of the course so that it doesn't match the title of the CCN courses for CH 221, 222, and 223		
Current prefix and number	CH 122	Proposed prefix and number	No change
Current Course Title	General Chemistry II	Proposed Course Title (75 characters max)	General Chemistry for Non-Science Majors
Current Course Credits	5	Proposed Course Credits	No change
Current Repeatability	0	Proposed Repeatability	No change
ACTI Code (Curriculum Office)		CIP Code (Curriculum Office)	

COURSE DESCRIPTION: To be used in the catalog and schedule of classes. Begin each sentence of the course description with an active verb. Avoid using the phrases: "This course will …" and/or "Students will ..." Include course requisites in the description. Guidelines for writing concise descriptions can be found at Writing Course Descriptions.

Current Description (required whether being revised or not)	Proposed Description
Explores general chemistry, focusing on the following topics: Periodic Properties of the Elements, Chemical Bonding, Liquids, Solids and Intermolecular Forces, Solutions, Chemical Kinetics, and Chemical Equilibrium. This is the second course in a sequence that is designed for students who have had no previous training in chemistry. Entering students are expected to have a working knowledge of high school algebra, logarithms, and scientific notation. Prerequisite: CH 121. Audit available.	No change

REQUISITES: Note: If this course has been approved for the Gen Ed list, it will have, as a default the following requisites: "Prerequisite: placement into MTH 65 or MTH 98. Prerequisite/concurrent: WR 121." If the department wants to set the WR and/or MTH prerequisites at a lower level, you will need to submit the Opt-out of Standard Prerequisites Request form, which can be found on the Curriculum Office webpage..

Current prerequisites, corequisites and concurrent (if no change, leave blank)

☐ Standard requisites (do not revise) – Prerequisite: placement into MTH 65 or MTH 98. Prerequisite/concurrent: WR 121.

☐ Placement into:			
prefix & number:	☐ Prerequisite	☐ Corequisite	☐ pre/con
prefix & number:	☐ Prerequisite	☐ Corequisite	☐ pre/con
Proposed prerequisites, corequisites and concurrent			
☐ Standard requisites (do not revise) – Prerequisite: placement into MTH 65 or MTH 98. Prerequisite/concurrent: WR 121.			
☐ Placement into:			
prefix & number:	☐ Prerequisite	☐ Corequisite	☐ pre/con
prefix & number:	☐ Prerequisite	☐ Corequisite	☐ pre/con

LEARNING OUTCOMES: Describe what the student will be able to do "out there" (in their life roles as worker, family member, community citizen, global citizen or lifelong learners). Outcomes must be measurable through the application of direct and/or indirect assessment strategies. Three to six outcomes are recommended. Start each outcome with an active verb, completing the sentence starter provided. (See Writing Learning Outcomes on the curriculum website for examples.)
*****NOTE: Gen Ed Courses revising outcomes are required to submit a new Gen Ed Request form. A new Cultural Literacy Request form will also be required of any course with a Cultural Literacy designation.*****

Current learning outcomes (required whether being revised or not)	New learning outcomes
Upon successful completion of this course, students will be able to: 1. Assess the impact of physical and organic chemical theory on phenomena encountered in everyday life including the environment and human health. 2. Apply critical thinking skills and an understanding of scientific inquiry to make evidence-based decisions on issues that affect the environment and the community and encourage lifelong learning. 3. Formulate mathematical and chemical models based on quantitative and qualitative reasoning in order to solve problems. 4. Communicate complex scientific concepts and reasoning effectively, both orally and through formal and informal writings and reports. 5. Collaborate effectively with a diverse team to solve complex problems and accomplish tasks effectively. 6. Critically evaluate sources of scientific information to determine the validity of the data.	Upon successful completion of this course, students will be able to: No change

Course Content – organized by outcomes (list each outcome followed by an outline of the related content):	(required if revising outcomes) No change
Suggested Texts & Materials updates (specify if any texts or materials are required):	Periodic Table, Scientific Calculator, OpenStax Chemistry

Department Required Course Activities (optional)	(update as needed) No change
Department Notes (optional)	(update as needed) No change

Is this course used for related instruction?	☐ Yes ☐ No
If yes, then check to see if the hours of student learning should be amended in the related instruction template to reflect the revision. This may require a related instruction curriculum revision.	

SECTION #2 IMPACT ON OTHER DEPARTMENTS	
Are there changes being requested that may impact other departments, such as academic programs that require this course as a prerequisite for courses, degrees, or certificates?	☐ Yes ☒ No
Please provide details, who was contacted and the resolution.	
Implementation term	☒ Start of next academic year (summer term) ☐ Specify term (if BEFORE start of next academic year) Explain reason for mid-year start:
Allow 2-3 months to complete the approval process before scheduling the course.	

SECTION #3 DEPARTMENT REVIEW		
"I vouch that this submission has been reviewed by the affiliated department chair and department dean/director and that they have given initial authorization for this submission. I am requesting that it be placed on the next Curriculum Committee agenda with available time slots. I understand that I am required to complete and submit, prior to the day my submission is reviewed by the Curriculum Committee, a Course Signature Form signed by the department chair and dean/director."		
Submitter	Email	Date
Rob Kovacich	Rkovacich@cgcc.edu	10/8/25
Department Chair (enter name of department chair): Rob Kovacich		
Department Dean/Director (enter name of department dean/director): Jarett Gilbert		

NEXT STEPS:

1. Save this document as the course prefix and number (e.g. MTH 65 or HST 104). Send completed form electronically to slewis@cgcc.edu.
2. Refer to the curriculum office website for the Curriculum Committee meeting schedule and submission deadlines. You are encouraged to send submissions prior to the deadline so that the Curriculum Office may review and provide feedback.
3. Submissions will be placed on the next agenda with available time slots, and you will be notified of your submission's estimated time for review. The Curriculum Office will send a signature page to your department chair and department dean/director that may be completed electronically. Signature pages

CC date 10.23.25
CC decision _____
CC vote _____

Columbia Gorge Community College

Course Revision

(Double click on check boxes to activate dialog box)

What are you seeking to revise? Check all that apply		
☐ Course number / Prefix	☐ Description	☒ Text / Materials
☒ Title	☐ Requisites	☐ Related Instruction
☐ Credits	☐ Outcomes	☐ Course Activities
☐ Repeatability	☐ Content	☐ Department Note

SECTION #1 GENERAL INFORMATION & REVISIONS			
Department	Science	Submitter name Phone Email	Rob Kovacich 541-506-6174 rkovacich@cgcc.edu
Reason for Revision	At request of HECC, to change the title of the course so that it doesn't match the title of the CCN courses for CH 221, 222, and 223		
Current prefix and number	CH 123	Proposed prefix and number	No change
Current Course Title	General Chemistry III	Proposed Course Title (75 characters max)	General Chemistry for Non-Science Majors
Current Course Credits	5	Proposed Course Credits	No change
Current Repeatability	0	Proposed Repeatability	No change
ACTI Code (Curriculum Office)		CIP Code (Curriculum Office)	

COURSE DESCRIPTION: To be used in the catalog and schedule of classes. Begin each sentence of the course description with an active verb. Avoid using the phrases: "This course will …" and/or "Students will ..." Include course requisites in the description. Guidelines for writing concise descriptions can be found at Writing Course Descriptions.

Current Description (required whether being revised or not)	Proposed Description
Explores general chemistry, focusing on the following topics: Acids & Bases, Aqueous Ionic Equilibrium, Free Energy & Thermodynamics, Electrochemistry, Radioactivity & Nuclear Chemistry, and Organic Chemistry. This is the third course in a sequence that is designed for students who have had no previous training in chemistry. Entering students are expected to have a working knowledge of high school algebra, logarithms, and scientific notation. Prerequisite: CH 122. Audit available.	No change

REQUISITES: Note: If this course has been approved for the Gen Ed list, it will have, as a default the following requisites: "Prerequisite: placement into MTH 65 or MTH 98. Prerequisite/concurrent: WR 121." If the department wants to set the WR and/or MTH prerequisites at a lower level, you will need to submit the Opt-out of Standard Prerequisites Request form, which can be found on the Curriculum Office webpage..

Current prerequisites, corequisites and concurrent (if no change, leave blank)

☐ Standard requisites (do not revise) – Prerequisite: placement into MTH 65 or MTH 98. Prerequisite/concurrent: WR 121.

☐ Placement into:			
prefix & number:	☐ Prerequisite	☐ Corequisite	☐ pre/con
prefix & number:	☐ Prerequisite	☐ Corequisite	☐ pre/con
Proposed prerequisites, corequisites and concurrent			
☐ Standard requisites (do not revise) – Prerequisite: placement into MTH 65 or MTH 98. Prerequisite/concurrent: WR 121.			
☐ Placement into:			
prefix & number:	☐ Prerequisite	☐ Corequisite	☐ pre/con
prefix & number:	☐ Prerequisite	☐ Corequisite	☐ pre/con

LEARNING OUTCOMES: Describe what the student will be able to do "out there" (in their life roles as worker, family member, community citizen, global citizen or lifelong learners). Outcomes must be measurable through the application of direct and/or indirect assessment strategies. Three to six outcomes are recommended. Start each outcome with an active verb, completing the sentence starter provided. (See Writing Learning Outcomes on the curriculum website for examples.)
*****NOTE: Gen Ed Courses revising outcomes are required to submit a new Gen Ed Request form. A new Cultural Literacy Request form will also be required of any course with a Cultural Literacy designation.*****

Current learning outcomes (required whether being revised or not)	New learning outcomes
Upon successful completion of this course, students will be able to: 1. Assess the impact of organic and biochemical theory on phenomena encountered in everyday life including the environment, nutrition and human health. 2. Apply critical thinking skills and an understanding of scientific inquiry to make evidence-based decisions on issues that affect the environment and the community and encourage lifelong learning. 3. Formulate mathematical and chemical models based on quantitative and qualitative reasoning in order to solve problems. 4. Communicate complex scientific concepts and reasoning effectively, both orally and through formal and informal writings and reports. 5. Collaborate effectively with a diverse team to solve complex problems and accomplish tasks effectively. 6. Critically evaluate sources of scientific information to determine the validity of the data.	Upon successful completion of this course, students will be able to: No change

Course Content – organized by outcomes (list each outcome followed by an outline of the related content):	(required if revising outcomes) No change

Suggested Texts & Materials updates (specify if any texts or materials are required):	Periodic Table, Scientific Calculator, OpenStax Chemistry
Department Required Course Activities (optional)	(update as needed) No change
Department Notes (optional)	(update as needed) No change

Is this course used for related instruction?	☐ Yes ☐ No
If yes, then check to see if the hours of student learning should be amended in the related instruction template to reflect the revision. This may require a related instruction curriculum revision.	

SECTION #2 IMPACT ON OTHER DEPARTMENTS	
Are there changes being requested that may impact other departments, such as academic programs that require this course as a prerequisite for courses, degrees, or certificates?	☐ Yes ☒ No
Please provide details, who was contacted and the resolution.	
Implementation term	☒ Start of next academic year (summer term) ☐ Specify term (if BEFORE start of next academic year) Explain reason for mid-year start:
Allow 2-3 months to complete the approval process before scheduling the course.	

SECTION #3 DEPARTMENT REVIEW

"I vouch that this submission has been reviewed by the affiliated department chair and department dean/director and that they have given initial authorization for this submission. I am requesting that it be placed on the next Curriculum Committee agenda with available time slots. I understand that I am required to complete and submit, prior to the day my submission is reviewed by the Curriculum Committee, a Course Signature Form signed by the department chair and dean/director."

Submitter	Email	Date
Rob Kovacich	rkovacich@cgcc.edu	10/8/25
Department Chair (enter name of department chair): Rob Kovacich		
Department Dean/Director (enter name of department dean/director): Jarett Gilbert		

NEXT STEPS:

1. Save this document as the course prefix and number (e.g. MTH 65 or HST 104). Send completed form electronically to slewis@cgcc.edu.

Columbia Gorge Community College

CC date	10.23.25
CC decision	
CC vote	

Modified Degree/Certificate Revision

The Modified Certificate/Degree Revision form may be used for the following:

1. **Course title changes within degrees/certificates**
2. **Course number changes within degrees/certificates**
3. **Degree or certificate title changes**
4. **Addition or deletion of degree/certificate electives**

Representation at the Curriculum Committee is not required.
All other revisions to degrees and/or certificates will require a completed degree/certificate revision form and presentation before the Curriculum Committee.

Submitted by:	Rob Kovacich	**Email:** rkovacich@cgcc.edu	**Phone:** 541-506-6174
Title of Degree/Certificate:	Paramedic AAS	**Requested Implementation Term:**	Summer, 2026
What type of change are you requesting?	☒ Course title change ☐ Degree or certificate title change	☐ Course number change ☐ Addition/deletion of electives	
Fill in the sections below as applicable. If a section is not applicable, fill in N/A.			
Current Course Title:	General Chemistry I	**Revised Course Title:**	General Chemistry for Non-Science Majors
Current Course Number:	N/A	**Revised Course Number:**	N/A
Current degree or certificate title:	N/A		
Proposed degree or certificate title:	N/A		

ELECTIVE ADDITIONS and/or DELETIONS			
Course Number	**Course Title** (If you need more lines for listing courses, right click and insert rows.)	**Credits**	**Add or Delete**
	N/A		☐ add ☐ delete
			☐ add ☐ delete
			☐ add ☐ delete
			☐ add ☐ delete
			☐ add ☐ delete
			☐ add ☐ delete
			☐ add ☐ delete
			☐ add ☐ delete

DEPARTMENT REVIEW		
"I vouch that this submission has been reviewed by the affiliated department chair and department dean/director and that they have given initial authorization for this submission. I am requesting that it be placed on the next Curriculum Committee agenda with available time slots. I understand that I am required to complete and submit, prior to the day my submission is reviewed by the Curriculum Committee, a Degree or Certificate Signature Form signed by the department chair and dean/director."		
Submitter	Email	Date
Rob Kovacich	rkovacich@cgcc.edu	10/8/25
Department Chair (enter name of department chair): Rob Kovacich		
Department Dean/Director (enter name of department dean/director): Jarett Gilbert		

Next steps:

1. Save the completed Modified Certificate/Degree Revision form and submit as an e-mail attachment to curriculum@cgcc.edu or slewis@cgcc.edu.
2. Refer to the curriculum office website for the Curriculum Committee meeting schedule and submission deadlines. You are encouraged to send submissions prior to the deadline so that the Curriculum Office may review and provide feedback.
3. Submissions will be placed on the next agenda with available time slots, and you will be notified of your submission's estimated time for review. The Curriculum Office will send a signature page to your department chair and department dean/director that may be completed electronically. Signature pages must be received by the Curriculum Office the day before the Curriculum Committee meeting for which the submission is scheduled. Submissions without signed signature pages will be postponed.

ADMINISTRATIVE RULE

Approved Date: MM/DD/YY
Effective Date: MM/DD/YY
Last Revised: MM/DD/YY

Rule Number/Name:	040.???.??? Credit for Prior Learning - General
Responsible Department:	Instructional Services
Authority:	Dean of Teaching & Learning Foundations

Overview

Credit for Prior Learning (CPL) is a program that allows students to demonstrate their mastery of subject matter through various means such as exams, portfolios, and other assessments. This means that students can earn college credit for prior learning experiences, including (but not limited to) work experience, military training, volunteer work, and independent study.

Applicability

Faculty, Academic Deans/Directors, Curriculum Office, Registrar, Student Services and Instructional Services Staff and Administration

Administrative Rule Statement

Columbia Gorge Community College awards and transcripts college credit for courses within the college's catalog of course offerings based on multiple forms of Credit for Prior Learning, including:

- Credit for Prior Learning Portfolio
- Course Challenge Exams
- College Level Examination Program (CLEP) Exams
- Advanced Placement (AP) and International Baccalaureate (IB) Scores
- American Council on Education (ACE) guidelines for military service
- Articulation of Professional and Industry Licensures

Guidelines:

- Maximum number of Credit for Prior Learning (CPL) allowable for any degree or certificate:
    - AAS and AGS degrees and certificates: A maximum of 66 percent of degree or certificate requirements may be completed using CPL.
    - AAOT, AS, AAT, AST: A maximum of 25 percent of degree requirements may be completed using CPL.
- CPL may not be used to fulfill CGCC residency requirements.

- The awarding of partial course credit for any form of CPL is not allowed.
- CPL may only be granted for active courses that exist within the college's catalog at time of application for CPL credit. Not all courses may be eligible for CPL credit.
- Students may not request CPL for a course they have already taken or received transfer credit for at CGCC.
- Students must have an established transcript at CGCC before CPL credit can be awarded.
- CPL credit is awarded as Pass/No Pass only.
- CPL credit recorded on the official institutional transcript should be notated as CPL.
- Documentation used to support CPL credits awarded will be maintained as part of the student's official institutional academic record in accordance with institutional records retention standards.
- Fees are applied for transcription of course credits awarded via CPL.
- CPL credit is not covered by financial aid funds or tuition waivers.

Definitions

A. *CPL Portfolio*: Portfolio is a process by which students can earn credit for active Columbia Gorge Community College (CGCC) course offerings, as described in the current CGCC catalog. Credit is awarded based on demonstration of mastery of subject matter via a prepared Portfolio using the college's approved Portfolio Template.

B. *Course Challenge Exams*: Students may elect to challenge a course for credit prior to enrollment in the course. Only select credit courses are eligible for challenge.

C. *College Level Examination Program (CLEP) Exams*: Subject matter examinations that are nationally normed.

D. *Advanced Placement (AP) and International Baccalaureate (IB) Exam Scores*: National and internationally normed exams that may, potentially, translate to college credit.

E. *American Council on Education (ACE)*: Provides skill and competency frameworks for aligning educational credits with time on task in training and occupations.

F. *Professional and Industry Licensure*: Licensures/certifications granted by an official agency/institution that have been brought before and preapproved by the college's Curriculum Committee as fulfilling specified course credits within the college's course offerings.

G. *CGCC Residency Requirement*: Minimum number of credits required to be taken at CGCC in order to earn a degree or certificate.

Interpretation of Administrative Rule

Dean of Teaching & Learning Foundations

Cross Reference to Related Administrative Rules

1. AR 040.???.??? Credit for Prior Learning – Portfolio
2. AR 040.???.??? Credit for Prior Learning – Licensure/Certification
3. AR 040.???.??? Credit for Prior Learning – Challenge Exams

Further Information

Dean of Teaching & Learning Foundations
slewis@cgcc.edu
541-506-6047

Strategic Direction

Strategic Priorities:

- Ensuring equitable access to education
- Advancing equitable student learning and educational outcomes

Appendix

1. BP 4235 Credit for Prior Learning

Associate of Applied Science

Aviation Maintenance Technology

104 credits

Career Description

The Aviation Maintenance Technology (AMT) Associate of Applied Science (AAS) prepares students to test for the Federal Aviation Administration A&P (Airframe and Powerplant) mechanic license. Students with an FAA A&P license may find employment as mechanics in the aviation industry with commercial airlines or at small regional airports. According to Boeing's Pilot & Technician Outlook report for the period of 2019-2038, 769,000 new maintenance technicians will be needed globally over the next 20 years and 193,000 within the U.S. alone. Currently, the number of mechanics retiring will outpace those entering the profession. The Bureau of Labor Statistics and Oregon Employment Department estimate current Oregon Aviation Maintenance jobs to be approximately 1,440 with a projected increase of 13% over the next eight years.

Course of Study

The Aviation Maintenance Technology AAS degree prepares students in the same FAA required skills as the Aviation Maintenance Technology two-year certificate. The AAS's additional 12 credits of general education courses strengthen students' options for transfer to four-year universities, where they may continue their education by earning a Bachelor's or even Master's degree and gain a competitive advantage in the aviation industry workforce. The Aviation Airframe, Aviation Powerplant and Aviation Maintenance Technology certificates are fully contained in the Aviation Maintenance Technology AAS degree and, as such, all coursework in these certificates may be applied to the completion of the AAS degree. Stackable certificates allow students to apply to take the FAA's General, Airframe and Powerplant licensure exams as each area of coursework is completed.

Program Outcomes

Students who successfully complete this degree will be able to:

1. Service, maintain, troubleshoot and repair airplanes and rotorcraft.
2. Perform proficient, entry-level aviation maintenance skills.
3. Apply knowledge of FAA regulations and industry standards.
4. Apply math and physics principles in solving problems associated with aviation maintenance.
5. Communicate effectively verbally and in writing.
6. Use critical thinking and problem solving skills to identify and resolve aviation maintenance issues.
7. Work effectively in a team and/or group setting.
8. Sit for the Federal Aviation Administration (FAA) certification exams (written, oral and practical) for the airframe and powerplant (A&P) airman certificate.

Prerequisites

Successful completion of (IRW 115 or WR 115) and MTH 65, or equivalent placement.

Suggested Course Sequence

Sequence shown is a ***recommended*** plan for full-time enrollment. Scheduling requirements may prevent all courses from being offered every term. Students **must** meet with an academic advisor to map their specific degree plan.

Program Sequence						
	Fall	Aviation Maintenance: General 101 AMT 191, 6 cr	Aviation Maintenance: General 102 AMT 192, 6 cr	Math in Society[1] MTH 105 or MTH 105Z, 4 cr (or higher)		16 Credits
	Winter	Aviation Maintenance: General 103 AMT 193, 6 cr	Aviation Maintenance: General 104A AMT 194A, 3 cr	Aviation Maintenance: General 104B AMT 194B, 3 cr	Composition I WR 121 or WR 121Z, 4 cr	16 Credits
	Spring	Aviation Maintenance: General 105 AMT 195, 6 cr	Aviation Maintenance: Airframe 1 AMT 261, 6 cr	Aviation Maintenance: Airframe 2 AMT 262, 6 cr	Psychology and Human Relations[2] PSY 101, 4 cr	22 Credits
	Summer	Aviation Maintenance: Airframe 3 AMT 263, 6 cr	Aviation Maintenance: Airframe 4 AMT 264, 6 cr	Aviation Maintenance: Airframe Return to Service AMT 281, 3 cr		15 Credits
	Fall	Aviation Maintenance: Powerplant 1 AMT 271, 6 cr	Aviation Maintenacne: Powerplant 2 AMT 272, 6 cr			12 Credits
	Winter	Aviation Maintenance: Powerplant 3 AMT 273, 6 cr	Aviation Maintenance: Powerplant 4 AMT 274, 6 cr	Aviation Maintenance: Powerplant Return to Service AMT 282, 3 cr		15 Credits
	Spring	General Education Elective Arts & Letters 4 cr	General Education Elective 4 cr			8 Credits

1 Fulfills Math, Science, Computer Science General Education Electives

2 Fulfills Social Science General Education elective.

Credit Summary

Requirements	Credits
Aviation Maintenance (AMT)	84
Mathematics (MTH)	4
Psychology (PSY)	4
Writing (WR)	4
General Education Electives	8

Certificate

Aviation Maintenance Technology

96 credits

Career Description

The Aviation Maintenance Technology two-year certificate prepares students to test for the Federal Aviation Administration A&P (Airframe and Powerplant) mechanic license. Students with an FAA A&P license may find employment as mechanics in the aviation industry with commercial airlines or at small regional airports. According to Boeing's Pilot & Technician Outlook report for the period of 2019-2038, 769,000 new maintenance technicians will be needed globally over the next 20 years and 193,000 within the U.S. alone. Currently, the number of mechanics retiring will outpace those entering the profession. The Bureau of Labor Statistics and Oregon Employment Department estimate current Oregon Aviation Maintenance jobs to be approximately 1,440 with a projected increase of 13% over the next eight years.

Course of Study

The Aviation Maintenance Technology program consists of "stackable" certificates that can lead to the attainment of an Associate of Applied Science (AAS) degree. The Aviation Maintenance Technology certificate prepares students in the same FAA required skills as the Aviation Maintenance Technology AAS degree without the additional 12 credits of general education requirements. Coursework taken in the Aviation Airframe and Aviation Powerplant certificates is fully contained in the Aviation Maintenance Technology certificate, and coursework for all three certificates is wholly contained within the Aviation Maintenance Technology AAS degree. As such, all coursework in these certificates may be applied to the completion of the AAS degree. Stackable certificates allow students to apply to take the FAA's General, Airframe and Powerplant licensure exams upon completion of coursework for each area.

Program Outcomes

Students who successfully complete this degree will be able to:

1. Service, maintain, troubleshoot and repair airplanes and rotorcraft.
2. Perform proficient, entry-level aviation maintenance skills.
3. Apply knowledge of FAA regulations and industry standards.
4. Think critically, problem solve, and communicate effectively.
5. Apply math and physics principles in solving problems associated with aviation maintenance.
6. Work effectively in a team and/or group setting.
7. Sit for the Federal Aviation Administration (FAA) certification exams (written, oral and practical) for the airframe and powerplant (A&P) airman certificate.

Prerequisites

Successful completion of (IRW 115 or WR 115) and MTH 65, or equivalent placement.

Suggested Course Sequence

Sequence shown is a ***recommended*** plan for full-time enrollment. Scheduling requirements may prevent all courses from being offered every term. Students **must** meet with an academic advisor to map their specific degree plan.

Program Sequence

Fall	Aviation Maintenance: General 101 AMT 191, 6 cr	Aviation Maintenance: General 102 AMT 192, 6 cr	Math in Society MTH 105 or MTH 105Z, 4 cr (or higher)		16 Credits
Winter	Aviation Maintenance: General 103 AMT 193, 6 cr	Aviation Maintenance: General 104A AMT 194A, 3 cr	Aviation Maintenance: General 104B AMT 194B, 3 cr	Composition I WR 121 or WR 121Z, 4 cr	16 Credits
Spring	Aviation Maintenance: General 105 AMT 195, 6 cr	Aviation Maintenance: Airframe 1 AMT 261, 6 cr	Aviation Maintenance: Airframe 2 AMT 262, 6 cr	Psychology and Human Relations PSY 101, 4 cr	22 Credits
Summer	Aviation Maintenance: Airframe 3 AMT 263, 6 cr	Aviation Maintenance: Airframe 4 AMT 264, 6 cr	Aviation Maintenance: Airframe Return to Service AMT 281, 3 cr		15 Credits
Fall	Aviation Maintenance: Powerplant 1 AMT 271, 6 cr	Aviation Maintenacne: Powerplant 2 AMT 272, 6 cr			12 Credits
Winter	Aviation Maintenance: Powerplant 3 AMT 273, 6 cr	Aviation Maintenance: Powerplant 4 AMT 274, 6 cr	Aviation Maintenance: Powerplant Return to Service AMT 282, 3 cr		15 Credits

Credit Summary

Requirements	Credits
Aviation Maintenance (AMT)	84
Mathematics (MTH)	4
Psychology (PSY)	4
Writing (WR)	4

Certificate

Aviation Airframe

69 credits

Career Description

After completing the Aviation Airframe Certificate and successfully passing the Federal Aviation Administration (FAA) exams, students are prepared to enter the aviation workforce as an Aircraft Airframe Structures and Systems Technician. This would typically include repair responsibilities with an MRO (Maintenance, Repair, and Overhaul) facility. These duties could include working with electronics and avionics, structural systems in sheet metal and composites, along with hydraulic and pneumatic systems not associated with the powerplant systems of an aircraft.

Course of Study

Completion of the Aviation Airframe Certificate adequately prepares students to test for the Airframe portion of the FAA exam. Since full certification in the field of Aviation Maintenance requires passing multiple FAA exams, CGCC has structured its curriculum in a manner which allows students the opportunity to sit for the respective exam after completion of each certificate. This allows students to prepare more efficiently for exams, with the intended result of higher pass rates among students overall. After completion of both the Airframe and Powerplant certificates, students will have completed the two-year certificate and have the option to take additional general education courses to complete the AAS degree.

Program Outcomes

Upon successful completion of this certificate, students will be able to:

1. Service, maintain, troubleshoot and repair airframe structures, systems and components.
2. Perform proficient, entry-level aviation maintenance on aircraft systems, including landing gear systems, instrument and navigation systems, fuel systems and aircraft electrical systems.
3. Apply knowledge of FAA regulations and industry standards.
4. Think critically, problem solve, and communicate effectively.
5. Apply math and physics principles in solving problems associated with aviation maintenance.
6. Work effectively in a team and/or group setting.
7. Sit for the Federal Aviation Administration (FAA) certification exam (written, oral and practical) for airframe

Prerequisites

Successful completion of (IRW 115 or WR 115) and MTH 65, or equivalent placement.

Suggested Course Sequence

Sequence shown is a ***recommended*** plan for full-time enrollment. Scheduling requirements may prevent all courses from being offered every term. Students **must** meet with an academic advisor to map their specific degree plan.

Program Sequence

	Fall	Aviation Maintenance: General 101 AMT 191, 6 cr	Aviation Maintenance: General 102 AMT 192, 6 cr	Math in Society MTH 105 or MTH 105Z, 4 cr (or higher)		16 Credits
	Winter	Aviation Maintenance: General 103 AMT 193, 6 cr	Aviation Maintenance: General 104A AMT 194A, 3 cr	Aviation Maintenance: General 104B AMT 194B, 3 cr	Composition I WR 121 or WR 121Z, 4 cr	16 Credits
	Spring	Aviation Maintenance: General 105 AMT 195, 6 cr	Aviation Maintenance: Airframe 1 AMT 261, 6 cr	Aviation Maintenance: Airframe 2 AMT 262, 6 cr	Psychology and Human Relations PSY 101, 4 cr	22 Credits
	Summer	Aviation Maintenance: Airframe 3 AMT 263, 6 cr	Aviation Maintenance: Airframe 4 AMT 264, 6 cr	Aviation Maintenance: Airframe Return to Service AMT 281, 3 cr		15 Credits

Credit Summary

Requirements	Credits
Aviation Maintenance (AMT)	57
Mathematics (MTH)	4
Psychology (PSY)	4
Writing (WR)	4

Certificate

Aviation Powerplant

69 credits

Career Description

After completing the Aviation Powerplant certificate and successfully passing the respective Federal Aviation Administration (FAA) exams, students are prepared to enter the aviation workforce as an aircraft powerplant technician and find career opportunities with a MRO (Maintenance/Repair/Overhaul) facility. Duties would typically include engine overhaul and repair, including reciprocating and/or gas turbine systems, working as a Test Cell technician in testing and repairing overhauled engines and their system components such as, fuel metering systems, pneumatic/bleed air system control components. Students are limited by their interface with the airframe systems of the aircraft.

Course of Study

Completion of the Aviation Powerplant certificate adequately prepares students to test for this portion of the FAA exam. Since full certification in the field of Aviation Maintenance requires passing multiple FAA exams, CGCC has structured its curriculum in a manner which allows students the opportunity to sit for the respective exam after completion of each certificate. This allows students to prepare more efficiently for exams, with the intended result of higher pass rates among students overall. After completion of both the Powerplant and Airframe certificates, students will have completed the two-year certificate and have the option to take additional general education courses to complete the AAS degree.

Program Outcomes

Upon successful completion of this certificate, students will be able to:

1. Service, maintain, troubleshoot and repair powerplant systems and components.
2. Perform proficient, entry-level aviation maintenance skills on powerplant systems, including engine electrical and instrument systems, lubrication systems, ignition and starting systems, propellers, and fire protection systems.
3. Apply knowledge of FAA regulations and industry standards.
4. Think critically, problem solve, and communicate effectively.
5. Apply math and physics principles in solving problems associated with aviation maintenance.
6. Work effectively in a team and/or group setting.
7. Sit for the Federal Aviation Administration (FAA) certification exam (written, oral and practical) for powerplant.

Prerequisites

Successful completion of (IRW 115 or WR 115) and MTH 65, or equivalent placement.

Suggested Course Sequence

Sequence shown is a ***recommended*** plan for full-time enrollment. Scheduling requirements may prevent all courses from being offered every term. Students **must** meet with an academic advisor to map their specific degree plan.

Program Sequence

	Fall	Aviation Maintenance: General 101 AMT 191, 6 cr	Aviation Maintenance: General 102 AMT 192, 6 cr	Math in Society MTH 105 or MTH 105Z, 4 cr (or higher)		16 Credits
	Winter	Aviation Maintenance: General 103 AMT 193, 6 cr	Aviation Maintenance: General 104A AMT 194A, 3 cr	Aviation Maintenance: General 104B AMT 194B, 3 cr	Composition I WR 121 or WR 121Z, 4 cr	16 Credits
	Spring	Aviation Maintenance: General 105 AMT 195, 6 cr	Psychology and Human Relations PSY 101, 4 cr			10 Credits
	Fall	Aviation Maintenance: Powerplant 1 AMT 271, 6 cr	Aviation Maintenacne: Powerplant 2 AMT 272, 6 cr			12 Credits
	Winter	Aviation Maintenance: Powerplant 3 AMT 273, 6 cr	Aviation Maintenance: Powerplant 4 AMT 274, 6 cr	Aviation Maintenance: Powerplant Return to Service AMT 282, 3 cr		15 Credits

Credit Summary

Requirements	Credits
Aviation Maintenance (AMT)	57
Mathematics (MTH)	4
Psychology (PSY)	4
Writing (WR)	4