

CONSENT AGENDA ACTION ITEM

Governing Board Agenda

Meeting Date: October 27, 2009

Item Number	Item Title	Responsible Agents
V.D.1	Curriculum	Dr. Maria Harper-Marinick

Recommendation

The curriculum proposals attached have been processed through all procedures established by the Maricopa County Community Colleges.

It is recommended that the proposals be approved as submitted.

AGENDA HIGHLIGHTS: Please refer to the curriculum Summary on page 2 for a complete listing of all program and course proposals.

Justification

Funding	Approvals/Certifications
<p><u>Source:</u></p> <p><u>Account Identification:</u></p>	<p>Chancellor _____</p> <p>Academic & Student Affairs _____</p> <p>Business Services _____</p> <p>Human Resources _____ ITS _____</p> <p>Res Dev & Cmty Relations _____</p> <p>College President _____</p>

GBA October 27, 2009 MCCC D Governing Board Action Items
Curriculum Summary

COURSE PROPOSALS:

Course Deletions.....page 5

PC LAS282, LAS295DA
 GC PSY293, PSY294

Course Modifications.....page 6

GW EEG205, MET220
 PC HIM105

New Courses.....page 7

GW AEN201, FAC245, FAC245LL, JCI291, NUC120
 RS CFS163, CFS163AA, CFS163AB, CFS163AC, CFS164, CFS164AA, CFS164AB, CFS164AC,
 CSI191, CSI193, CSI195, CSR220, CSR221, CSR247, CSR248, CSR249, CSR260, CSR261,
 CSR262, CSR263, CSR265, CSR267, CSR269, CSR270, CSR271, CSR272, CSR273, EFE201,
 ELN108, ELN114, ELN116, ELN117, ELN118, FON160, FON161, FON162, FON163

PROGRAM PROPOSALS:

New Occupational Programs (NOP).....page 16

RS	AAS/3127	Sustainable Food Systems	16
	Shared: by: MC, PC, RS		
	CCL/5158	Sustainable Food Systems	18
	Shared by: MC, PC, RS		

Occupational Program Modifications (OPM).....page 19

GW	AAS/3587	Air Conditioning/Refrigeration/Facilities	19
	CCL/5380	Air Conditioning/Refrigeration/Facilities	21
	CCL/5307	Health Unit Coordinating	22
	CCL/5440	Manufacturing Productivity: CNC Operation	23
	AAS/3036	Medical Transcription	24
	CCL/5622	Medical Transcription Level I	27
	AAS/3688	Nuclear Medicine Technology	29
	CCL/5688	Nuclear Medicine Technology	33
	CCL/5542	Residential and Light Commercial Air Conditioning	37
PC	CCL/5014	Medical Billing and Coding: Physician-Based	38
	CCL/5092	Medical Coding: Hospital-Based	40
RS	AAS/3121	eLearning Design Specialist	42

Note: *Indicates Addition of Occupational Program from OPM process

GBA October 27, 2009 MCCC CD Governing Board Action Items
Curriculum Summary

PROGRAM PROPOSALS: - Continued

Occupational Program Deletions (OPD).....page 45

GW	CCL/5422	Manufacturing Productivity: Conventional Machines Level I	45
	CCL/5424	Manufacturing Productivity: Conventional Machines Level II	45
	CCL/5426	Manufacturing Productivity: Process Improvement	45
	CCL/5434	Manufacturing Productivity: Team Leadership	46
	CCL/5437	Manufacturing Productivity: Engineering Graphics	46
	CCL/5438	Manufacturing Productivity: CNC CAD/CAM Programming	46

Academic Program Deletions (APD).....page 47

	ATP/9201	Elementary Education - ASU West Campus	47
	Shared by: EM, GC, MC, PC, PV, RS, SM		
	ATP/9127	Exercise and Wellness - ASU Polytechnic (East) Campus	47
	Shared by: CG, EM, GC, MC, PC, PV, SC		
	ATP/9206	Justice Studies - ASU Tempe (Main) Campus	47
	Shared by: CG, MC, PV		
	ATP/9109	Kinesiology - ASU Tempe (Main) Campus	47
	Shared by: EM, GC, MC, PC, PV, RS, SC, SM		
	ATP/9210	Parks and Recreation Management - ASU Tempe (Main) Campus	48
	Shared by: PC, SC		
	ATP/9102	Psychology (BA) - ASU Tempe (Main) Campus	48
	Shared by: CG, GC, PV, RS, SM		
	ATP/9202	Psychology (BA) - ASU West Campus	48
	Shared by: GC, PV, RS, SM		
DO	ATP/9103	Psychology (BS) - ASU Tempe (Main) Campus	48
	Shared by: GC, PV, RS, SM		
	ATP/9203	Psychology (BS) - ASU West Campus	49
	Shared by: GC, PV, RS, SM		
	ATP/9100	Social Work - ASU Tempe (Main) Campus	49
	Shared by: GC, GW, MC, PV, SM		
	ATP/9200	Social Work - ASU West Campus	49
	Shared by: GC, GW, PV, SM		
	ATP/9122	Therapeutic Recreation - ASU Tempe (Main) Campus	49
	Shared by: PC, SC		
	ATP/9209	Tourism Development and Management - ASU Tempe (Main) Campus	50
	Shared by: PC, SC		

CURRICULUM ACTIVITY: COURSES FOR October 27, 2009

Total Course Proposals Submitted (49 with 0 modules added, 0 X-refs added and, 0 X-refs deleted)												
Proposal Type/Outcomes	CGCC	EMCC	GWCC	GCC	MCC	PVCC	PC	RSC	SCC	SMCC	Dist	Totals
Course Deletions (CD)				2			2					4
New Course (NC)			5					37				42
Course Modification (CM)			2				1					3
New Courses from CM (Cross-References, Modules or Suffixed Courses)												0
Total Courses College Columns	0	0	7	2	0	0	3	37	0	0	0	49

*Exp = Experimental Courses # = AES or MIR (Aerospace Studies or Military Science)

CURRICULUM ACTIVITY: PROGRAMS FOR October 27, 2009

Total Program Proposals Submitted (37, with 0 Program Addition(s))												
Proposal Type/Outcomes	CGCC	EMCC	GWCC	GCC	MCC	PVCC	PC	RSC	SCC	SMCC	Dist	Totals
Occupational Program Deletions (OPD)			6									6
New Occupational Program (NOP) (*primary college if Shared)					2		2	2*				6
Occupational Program Modification (OPM)			9				2	1				12
OPM-Program Additions New Programs Created												0
OPM-Change in Availability New Programs Cerated												0
Academic Program Deletions (APD)	3	3	2	9	5	10	6	6	5	8	(13)	57/(13)
New Academic Program (NAP) (*primary college if Shared)												0
Academic Program Modification (APM)												0
APM-Program Additions New Programs Created												0
APM-Change in Availability New Programs Created												0
Total New Program	0	0	0	0	2	0	2	2	0	0	0	6
Total Modified Programs	3	3	17	9	5	10	8	7	5	8	(13)	75/(13)
Total Programs College Columns	3	3	17	9	7	10	10	9	5	8	(13)	81/(13)

Shared Programs include programs offered by two or more colleges and District Wide Programs are offered by all 10 colleges.

**ATTACHMENT: CD
COURSE DELETIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09**

<u>X-REF</u>	<u>TYPE</u>	<u>COLLEGE</u>	<u>SUBJECT</u>	<u>TITLE</u>	<u>EFFECTIVE</u>
O	PC	LAS282		Bad Faith	2009 Fall
O	PC	LAS295DA		Special Topics in Current Legal Issues	2009 Fall
O	GC	PSY293		Biological Psychology	2009 Fall
A	GC	PSY294		Laboratory For Biological Psychology	2009 Fall

X-Ref=Displays current course cross-reference with proposed deletion. The cross-referencing of courses is eliminated per effective "end of" term noted above

**ATTACHMENT: CM
COURSE MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09**

ACT CREDITS PERIODS LOAD

EEG205	Applied Evoked Potentials	L+L	3.0	4.0	3.7
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Proposed Changes: Description, Credits, Periods, Load, Competencies, Outline

Theoretical and practical aspects of Evoked Potentials (EP), mainly Visual Evoked Response (VER), Brain Auditory Evoked Response (BAER), and Somatosensory Evoked Potential (SSEP) tests. EP instrumentation, recording techniques and data analysis of electrical activity of the nervous system elicited by using selected physical stimuli (evoked potentials) and concepts of signal averaging, (in accordance with the most recent American Clinical Neurophysiology Society (ACNS) guidelines on Evoked Potentials.)

Prerequisites: Admission to the Electroneurodiagnostics Program.

Type: O	College: GW	Effective: 2010 Spring
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HIM105	Computers in Healthcare and Health Record Systems	LEC	2.0	2.0	2.0
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Proposed Changes: Title, Description, Credits, Periods, Load, Competencies, Outline

Introduction to computer applications in healthcare settings including electronic health records, health record content, structure, and origin of clinical information for various healthcare settings. A basic review of federal, state, and organizational documentation guidelines. Legal and ethical issues applicable to health information documentation and coding practices.

Prerequisites: HCC130 or permission of Program Director.

Type: O	College: PC	Effective: 2010 Spring
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MET220	Fundamentals of Coordinate Measuring Machines (CMM)	L+L	3.0	4.0	3.7
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Proposed Changes: Description, Periods, Load, Requisite, Competencies, Outline

Fundamentals and general aspects of coordinate measuring machines (CMM). Basic measuring techniques and operation, including conformance to geometric dimensioning and tolerancing requirements using both manual and programmable (automatic) coordinate measuring machines.

Prerequisites: MET112 and MET113.

Type: O	College: GW	Effective: 2010 Spring
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**ATTACHMENT: NC
NEW COURSES: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09**

		<u>ACT CREDITS</u>	<u>PERIODS</u>	<u>LOAD</u>
AEN201	Photovoltaics Design and Installation	L+L 3.0	5.0	4.4
Design, operation, installation and service of Photovoltaics. Prerequisites: None.				
Type: O	College: GW	Effective: 2010 Spring		
CFS163	Family Child Care: Introduction to Business Management	LEC 3.0	3.0	3.0
Emphasis on small business management and effective policies and procedures for family child care providers. Licensing, legal, and regulatory issues in a home setting are examined. Prerequisites: None.				
Type: A	College: RS	Effective: 2009 Fall		
CFS163AA	Family Child Care: Business Planning	LEC 1.0	1.0	1.0
Issues of how effective business plans impact the financial stability of family child care businesses. Strategies for lowering liabilities and potential business risks are explored. Regulatory agencies are examined. Prerequisites: None.				
Type: A	College: RS	Effective: 2009 Fall		
CFS163AB	Family Child Care: Marketing, Contracts and Policies	LEC 1.0	1.0	1.0
Examination of how marketing impacts the financial stability of family child care businesses. Contracts and policy elements are explored. Prerequisites: None.				
Type: A	College: RS	Effective: 2009 Fall		
CFS163AC	Family Child Care: Record Keeping and Money Management	LEC 1.0	1.0	1.0
Overview of how record-keeping and money management issues impact the viability of family child care business practices. Prerequisites: None.				
Type: A	College: RS	Effective: 2009 Fall		

**ATTACHMENT: NC
NEW COURSES: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09**

ACT CREDITS PERIODS LOAD

CFS164 Family Child Care: Curriculum and Environment LEC 3.0 3.0 3.0

Family child care planning for multi-age groupings of children through age eight. Role of the environment as well as various curriculum programs will be explored and evaluated. Exploration of culturally rich, inclusive and child-centered environment in his/her own child care setting. Issues of professionalism, family partnerships, observation, guidance, and health/safety practices are examined.

Prerequisites: None.

Type: A College: RS Effective: 2009 Fall

CFS164AA Family Child Care: The Environment LEC 1.0 1.0 1.0

Family child care environments for multi-age groupings of children through age eight. Exploration of culturally rich, inclusive, and child-centered environment in his/her own child care setting. Issues of health/safety practices are examined.

Prerequisites: None.

Type: A College: RS Effective: 2009 Fall

CFS164AB Family Child Care: Programming, Guidance and Observation LEC 1.0 1.0 1.0

Family child care programming for multi-age groupings of children through age eight. Various curriculum programs will be explored and evaluated. Issues of observation and guidance are examined.

Prerequisites: None.

Type: A College: RS Effective: 2009 Fall

CFS164AC Family Child Care: Family Partnerships and Professionalism LEC 1.0 1.0 1.0

Issues of professionalism, family partnerships, communication, and ethical practices are examined.

Prerequisites: None.

Type: A College: RS Effective: 2009 Fall

CSI191 Merchant Support Fundamentals I LEC 3.0 3.0 3.0

Introduction to merchant computer support. Includes applications and resources as well as e-connection features. Also covers an overview of the Merchant Management System (MMS) and Point of Sale (POS) Partner in addition to payment processing and the use of POS ports.

Prerequisites: None. **Corequisites:** CSI193 and CSI195.

Type: O College: RS Effective: 2009 Fall

**ATTACHMENT: NC
NEW COURSES: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09**

		<u>ACT CREDITS</u>	<u>PERIODS</u>	<u>LOAD</u>
CSI193	Merchant Support Fundamentals II	L+L 2.0	4.0	3.4
<p>Advanced features and concepts for the implementation of the Point of Sale (POS) Partner system. Includes importing, exporting, and upgrading/polling in addition to enhanced data function and security. Also covers Application Program Interface (API) use and parameters. Prerequisites: None. Corequisites: CSI191 and CSI195.</p>				
Type: O	College: RS	Effective: 2009 Fall		
CSI195	Merchant Support Fundamentals Lab	LAB 1.0	3.0	2.4
<p>Practical application of merchant support fundamentals. Includes procedures for processing payments and configuring enhanced data in addition to completion of e-connection procedures. Also covers Point of Sale (POS) Partner installs, troubleshooting and uninstalls in addition to procedures for handling escalations. Prerequisites: None. Corequisites: CSI191 and CSI193.</p>				
Type: O	College: RS	Effective: 2009 Fall		
CSR220	Travel Club Membership Services I	L+L 3.0	5.0	4.4
<p>Introduction to travel club membership services. Includes procedures for creating, modifying, and upgrading member accounts as well as processing promotions. Also covers quality assurance guidelines, quality customer service, and retention strategies in addition to account cancellation and reinstatement. Prerequisites: None.</p>				
Type: O	College: RS	Effective: 2009 Fall		
CSR221	Travel Club Membership Services II	L+L 2.0	4.0	3.4
<p>Membership service account procedures. Includes account research navigation and techniques as well as account status determination. Also covers billing issues and procedures for completing transfers. Prerequisites: CSR220.</p>				
Type: O	College: RS	Effective: 2009 Fall		
CSR247	Auto Insurance Policies	L+L 3.0	5.0	4.4
<p>Overview of insurance policies and servicing procedures. Includes lifecycle of a policy and the procedures for accessing system tools. Also covers policy features, deductibles, and endorsements as well as procedures for handling exclusions and proof of insurance. Prerequisites: None.</p>				
Type: O	College: RS	Effective: 2009 Fall		

**ATTACHMENT: NC
NEW COURSES: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09**

		<u>ACT CREDITS</u>	<u>PERIODS</u>	<u>LOAD</u>
CSR248	Auto Insurance Procedures	L+L 3.0	5.0	4.4
<p>Procedures and techniques for providing account customer service. Includes cancellations, reinstatements, and renewal. Also covers manual rate and special renewal procedures. Prerequisites: None.</p>				
Type: O	College: RS	Effective: 2009 Fall		
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CSR249	Auto Insurance Quotes and Accounting	L+L 3.0	5.0	4.4
<p>Procedures for providing auto insurance quotes and completing account billings and payments. Covers tools for investigating rate changes as well as procedures for modifying account vehicles and driver information. Also includes account research and customer response techniques. Prerequisites: None.</p>				
Type: O	College: RS	Effective: 2009 Fall		
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CSR260	Introduction to Insurance Direct Sales	L+L 2.0	3.0	2.7
<p>History and purpose of the Direct Sales Unit (DSU) in the insurance industry. Includes roles and responsibilities of representatives as well as tools for assisting customers. Also covers comparison of auto and residential insurance products available to customers in addition to procedures for completing customer calls. Prerequisites: None.</p>				
Type: O	College: RS	Effective: 2009 Fall		
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CSR261	Insurance Direct Sales Policy Services	L+L 2.0	3.0	2.7
<p>Procedures for servicing policies. Includes binding and application processes in addition to procedures for communicating with Field Inspection Underwriters (FIU). Also covers membership transfers and guidelines for handling new and cancelled accounts. Prerequisites: None.</p>				
Type: O	College: RS	Effective: 2009 Fall		
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CSR262	Insurance Direct Sales Quotes	L+L 2.0	3.0	2.7
<p>Guidelines and procedures for generating insurance quotes. Covers automobile, homeowner, motorcycle, and boat in addition to earthquake and flood policies. Also covers guidelines for handling rental properties. Prerequisites: None.</p>				
Type: O	College: RS	Effective: 2009 Fall		
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**ATTACHMENT: NC
NEW COURSES: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09**

		<u>ACT CREDITS</u>	<u>PERIODS</u>	<u>LOAD</u>
CSR263	Insurance Direct Sales Lab	LAB 2.0	6.0	4.8
<p>Practical application of procedures for servicing insurance policies. Includes quote and application processes in addition to communicating with Field Inspection Underwriters (FIU). Also covers memberships transfers and procedures for servicing cancelled policies as well as rewrites. Prerequisites: CSR260, CSR261, and CSR262.</p>				
Type: O	College: RS	Effective: 2009 Fall		
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CSR265	Introduction to Home Insurance Servicing	LEC 2.0	2.0	2.0
<p>Introduction to home insurance servicing policies and procedures. Includes coverages and products as well as endorsements and types of perils. Also covers policy variations, payments, and cancellation. Prerequisites: None.</p>				
Type: O	College: RS	Effective: 2009 Fall		
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CSR267	Home Insurance Account Servicing	L+L 2.0	3.0	2.7
<p>Procedures for servicing home insurance accounts including policy research. Also covers endorsement issues and restrictions as well as procedures for completing policy updates. Prerequisites: None.</p>				
Type: O	College: RS	Effective: 2009 Fall		
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CSR269	Home Insurance Servicing Lab	LAB 2.0	6.0	4.8
<p>Practical application of home insurance policy servicing procedures. Includes procedures for making policy changes as well as researching and responding to billing and premium questions. Also covers strategies for handling cancellation calls and use of retention strategies. Prerequisites: None.</p>				
Type: O	College: RS	Effective: 2009 Fall		
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CSR270	Emergency Road Service Call Receiving	L+L 3.0	4.0	3.7
<p>Overview of emergency road service call receiving. Includes call receiver responsibilities and communication techniques as well as system tools and screens. Covers procedures for completing various types of emergency road service calls. Prerequisites: None.</p>				
Type: O	College: RS	Effective: 2009 Fall		
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**ATTACHMENT: NC
NEW COURSES: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09**

ACT CREDITS PERIODS LOAD

CSR271 Emergency Road Service Call Receiving Lab LAB 2.0 6.0 4.8

Practical application of knowledge and skills used to receive emergency road service calls. Includes call spotting, towing, and troubleshooting procedures in addition to handling public agency, weather-related, and general trouble service calls. Also covers recreational vehicle and motorcycle calls.

Prerequisites or Corequisites: CSR270.

Type: O College: RS Effective: 2009 Fall

CSR272 Emergency Road Service Dispatch L+L 3.0 4.0 3.7

Emergency road service dispatch regulations and procedures. Includes role and responsibilities of the dispatcher as well as system tools and resources. Also covers dispatch methods, procedures for prioritizing, and managing safety requests as well specialty call completion.

Prerequisites: None.

Type: O College: RS Effective: 2009 Fall

CSR273 Emergency Road Service Dispatch Lab LAB 2.0 6.0 4.8

Practical application of emergency road service dispatch procedures. Includes system set-up, procedures for call dispatch and monitoring as well as effective communication skills. Also covers safety requests and emergency situations in addition to procedures for documenting and clearing roadside assistance calls.

Prerequisites or Corequisites: CSR272.

Type: O College: RS Effective: 2009 Fall

EFE201 Family and Community Liaison I LEC 0.5 0.5 0.5

Focus on the practical application for the Family and Community Liaison/Parent Liaison role in K-12 schools. Includes responsibilities, skills, and relationship development as well as needs identification, goal setting, and professional development planning.

Prerequisites: None.

Type: A College: RS Effective: 2009 Fall

ELN108 Legal Issues in K-12 eLearning LEC 3.0 3.0 3.0

Overview of legal issues and regulations in an online K-12 classroom. Intellectual property, privacy, Internet security, and educational institution policies covered. Includes the Family Educational Rights and Privacy Act (FERPA) and Individuals with Disabilities Act (IDEA).

Prerequisites: Must hold a Career and Technical Education (CTE), provisional or standard elementary, secondary or special education teaching certificate, or permission of Department or Division.

Type: O College: RS Effective: 2010 Spring

**ATTACHMENT: NC
NEW COURSES: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09**

ACT CREDITS PERIODS LOAD

ELN114 Building Community with Online Learners LEC 3.0 3.0 3.0

Procedures for building a community in an eLearning environment. Includes personalization of learning, collaborative learning, and transformative learning. Foundations for building an online community and technology usage also covered.

Prerequisites: None.

Type: O College: RS Effective: 2010 Spring

ELN116 Mobile Devices as Learning Tools LEC 3.0 3.0 3.0

Usage of electronic mobile devices in learning. Covers concept of mobile learning, types of mobile devices, and procedures for incorporating devices into the classroom. Accessibility, usability, student experience, and best practices also included.

Prerequisites: None.

Type: O College: RS Effective: 2010 Spring

ELN117 Interactions in eLearning LEC 3.0 3.0 3.0

Overview of student interactions in an eLearning environment. Theoretical perspective of interactivity and interactive learning and encounter theory covered. Interactive learning activities and practice, including games, simulations, the Educational Semantic Web, peer learning, and online discussions emphasized.

Prerequisites: None.

Type: O College: RS Effective: 2010 Spring

ELN118 Motivation and the Online Learner LEC 3.0 3.0 3.0

Overview of motivation in the online classroom. Includes motivation theories, self-esteem vs. self-efficacy, and learner expectations as well as motivational problems and benefits of a motivational online learning environment. Facilitator's role, grouping of students, and assessment creation as motivation tools also covered.

Prerequisites: None.

Type: O College: RS Effective: 2010 Spring

FAC245 Low Pressure Steam Boiler LEC 3.0 3.0 3.0

Operational characteristics of a low pressure steam boiler, boiler design and construction, boiler fittings, feedwater, fuel, operations, and operating procedures and safety.

Prerequisites: None. **Corequisites:** FAC245LL or permission of Instructor.

Type: O College: GW Effective: 2010 Spring

**ATTACHMENT: NC
NEW COURSES: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09**

		<u>ACT CREDITS</u>	<u>PERIODS</u>	<u>LOAD</u>
FAC245LL	Low Pressure Steam Boiler Laboratory	Lab 1.0	3.0	2.4
<p>Operating and performing annual maintenance specified by codes for low pressure boilers. Verification of operations for low pressure boilers and corrections of any malfunctions. Prerequisites: None. Corequisites: FAC245 or permission of Instructor.</p>				
Type: O	College: GW	Effective: 2010 Spring		
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FON160	Modern Food Systems	LEC 3.0	3.0	3.0
<p>Overview of today's food system. Covers historical events, the effects food systems have on the environment, health, and communities. Includes responsibilities of the Food and Drug Administration and the Department of Agriculture. Also covers conventional agriculture and food safety concerns. Prerequisites: None.</p>				
Type: O	College: RS	Effective: 2010 Spring		
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FON161	Sustainable Food Production Systems	LEC 3.0	3.0	3.0
<p>Study of the global food system and its impacts. Emphasis on the movement towards sustainable food systems. Prerequisites: FON160.</p>				
Type: O	College: RS	Effective: 2010 Spring		
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FON162	Organic Foods Production	LEC 3.0	3.0	3.0
<p>Overview of alternative farming systems. Covers organic and alternatively grown foods production as well as the Organic Foods Production Act. Includes principles of sustainable agriculture and Fair Trade. National Organic Program also covered. Prerequisites: FON160.</p>				
Type: O	College: RS	Effective: 2010 Spring		
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FON163	Sustainable Restaurant Practices	L+L 3.0	5.0	4.4
<p>Overview of sustainable kitchen practices. Covers energy efficient appliances and equipment, as well as electricity and water conservation practices. Includes environmentally friendly kitchen products and methods for disposal of waste. Researching food sources, purchasing locally, and building relationships are also covered. Emphasis in preparing organic, seasonal and local foods, and developing sustainable menus. Challenges for a sustainable future discussed. Prerequisites: FON161 and FON162 or Permission of Department or Division.</p>				
Type: O	College: RS	Effective: 2010 Spring		
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**ATTACHMENT: NC
NEW COURSES: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09**

ACT CREDITS PERIODS LOAD

JCI291	Controller Configuration Tool (CCT): Advanced Programming	LEC	3.0	3.0	3.0
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Modification of CCT standard solutions to meet customer requirements. Operations of Hybrid, Proportional , Integral and Differential control systems.

Prerequisites: None.

Type: O	College: GW	Effective: 2010 Spring
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NUC120	Radiopharmaceutical/Pharmaceutical Administration for the Nuclear Medicine Technologist	L+L	1.5	1.5	1.5
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Techniques for the administration of radiopharmaceuticals and pharmaceuticals used by the nuclear medicine technologist.

Prerequisites: Admission to Nuclear Medicine Technology program.

Type: O	College: GW	Effective: 2010 Spring
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**ATTACHMENT: NOP
NEW OCCUPATIONAL PROGRAMS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09**

Award/Major Code: **AAS/3127** Program Title: **Sustainable Food Systems**
 Initiating College: **RS** Effective Term: **2010 Spring**
 Program Availability: **Shared by: MC, PC, RS**

Total Credits: 63-64 CIPS Code: 19.0505
 Overall G.P.A: 2.00 Faculty Initiator: Shannon Corona
 Instructional Council: Nutrition (63): Approved

Description: The Sustainable Food Systems program is designed for a diverse student population, including those who are currently working within the food service industry and are interested in building upon their culinary skills in sustainable practices, as well as those with no culinary background. The program provides students with an overview of the Nation’s current food model and alternative methods for altering this model and creating more sustainable foods. Courses include concepts supporting the real food movement, which represents reeducating the individual and the community on the way food is purchased, brought to the table, and consumed. In addition, courses will cover sanitation guidelines, basic principles, and preparation techniques for the cooking and baking process. The program includes a Certificate of Completion (CCL) in Sustainable Food Systems and an Associate in Applied Science (AAS) in Sustainable Food Systems.

Program Notes:

+ indicates course has prerequisite and/or corequisites.
 Students must earn a grade of “C” or better in all courses required within the program.

Admission Criteria:

Formal application and admission into the Sustainable Food Systems program is required. Applications are available from a program advisor.

Program Prerequisites: None

Required Courses Credits: 42

Certificate of Completion in Sustainable Food Systems (5158)	42
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Restricted Electives: None

Free Electives: None

General Education: Credits: 21-22

CORE: Credits: 12

First Year Composition

+ Met by ENG101 in the Program Prerequisites area AND		
+ ENG102	First-Year Composition (3) OR	
+ ENG111	Technical Writing (3)	3

Oral Communication

COM100	Introduction to Human Communication (3) OR	
COM110	Interpersonal Communication (3)	3

Critical Reading

+ CRE101		Critical and Evaluative Reading I (3) OR	
+ CRE111		Critical Reading for Business and Industry (3) OR	
		Equivalent as indicated by assessment	3

Mathematics

+ MAT102	Mathematical Concepts/Applications (3) OR		
		Satisfactory completion of a higher level mathematics course	3

**ATTACHMENT: NOP
NEW OCCUPATIONAL PROGRAMS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09**

Award/Major Code: **CCL/5158** Program Title: **Sustainable Food Systems**
 Initiating College: **RS** Effective Term: **2010 Spring**
 Program Availability: **Shared by: MC, PC, RS**

Total Credits: 42 CIPS Code: 19.0505
 Overall G.P.A: 2.0 Faculty Initiator: Shannon Corona
 Instructional Council: Nutrition (63): Approved

Description: The Sustainable Food Systems program is designed for a diverse student population, including those who are currently working within the food service industry and are interested in building upon their culinary skills in sustainable practices, as well as those with no culinary background. The program provides students with an overview of the Nation's current food model and alternative methods for altering this model and creating more sustainable foods. Courses include concepts supporting the real food movement, which represents reeducating the individual and the community on the way food is purchased, brought to the table, and consumed. In addition, courses will cover sanitation guidelines, basic principles and preparation techniques for the cooking and baking process. The program includes a Certificate of Completion (CCL) in Sustainable Food Systems and an Associate in Applied Science (AAS) in Sustainable Food Systems.

Program Notes:

+ indicates course has prerequisite and/or corequisites.
 Students must earn a grade of "C" or better in all courses required within the program.

Admission Criteria:

Formal application and admission into the Sustainable Food Systems program is required. Applications are available from a program advisor.

Program Prerequisites: Credits: 3

+	ENG101	First-Year Composition	3
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Required Courses: Credits: 39

	AGS182	Gardening Practices and Techniques	2
	FON100	Introductory Nutrition	3
	FON104	Certification in Food Service Safety and Sanitation	1
	FON118	Commercial Baking Techniques (3) OR	
	FON135	Cooking Life (3)	3
	FON122	Principles of Food and Beverage Service	3
	FON143	Food and Culture	3
	FON160	Modern Food Systems	3
+	FON161	Sustainable Food Production Systems	3
+	FON162	Organic Foods Production	3
+	FON163	Sustainable Restaurant Practices	3
	FON180	Principles and Skills for Professional Cooking	3
+	FON271AC	Culinary Studies Internship (3)	6
		Students must complete six (6) credits of internship.	
+	PHI216	Environmental Ethics	3

Restricted Electives: None

Free Electives: None

General Education: None

ATTACHMENT: OPM
OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09

Award/Major Code: **AAS/3587** Program Title: **Air Conditioning/Refrigeration/Facilities**
 Initiating College: **GW** Effective Term: **2010 Spring**
 Program Availability: **College Specific**

Total Credits: 68-70 CIPS Code: 47.0201
 Overall G.P.A: 2.0 Faculty Initiator: Clyde Perry
 Instructional Council: Applied Technology (57)

Proposed Changes: Total Credits, Required Course Credits, Required Courses, Competencies

Description: The Associate in Applied Science (AAS) in Air Conditioning/ Refrigeration/ Facilities program is designed to provide training in the areas of heating, ventilation, refrigeration and air conditioning (HVAC&R) systems, electricity, electronic controls and instrumentation, hydronics, electro-mechanical devices, and general repair. Students will acquire skills necessary to assess and solve problems quickly in emergency situations, based upon an understanding of regulatory guidelines. The program provides students an opportunity to develop written and verbal communication skills through general education courses. Upon program completion, Air Conditioning/ Refrigeration/ Facilities technicians are employable in the semi-conductor and health industries. Graduates can also find employment in the refrigeration industry as HVAC&R technicians or building services technicians.

Program Notes:

Students must earn a grade of "C" or better in all courses within the program.
 + indicates course has prerequisite and/or corequisites.

Admission Criteria: None

Program Prerequisites: None

Required Courses: Credits: 46-48

BPC110	Computer Usage and Applications	3
+ FAC/HVA101	Refrigeration Applications and Components I	2
+ FAC/HVA101LL	Refrigeration Applications and Components I Lab	1
+ ELC/FAC/HVA105	Electricity for Industry	3
+ ELC/FAC/HVA105LL	Electricity for Industry Lab	1
FAC/OSH/GTC/MIT106	Industrial Safety or proof OSHA 30 hour card	0-2
+ FAC115	Motors, Controls and Wiring Diagrams	3
+ FAC115LL	Motors, Controls and Wiring Diagrams Lab	1
+ FAC186	Electro-Mechanical Devices	3
+ FAC210	Facilities Air Conditioning Systems	3
+ FAC210LL	Facilities Air Conditioning Systems Lab	1
+ FAC220	Controls and Instrumentation	3
+ FAC220LL	Controls and Instrumentation Lab	1
+ FAC235	Commercial Air and Water Test and Balance	3
+ FAC235LL	Commercial Air and Water Test and Balance Lab	1
+ HVA103	Refrigeration Applications and Components II	2
+ HVA103LL	Refrigeration Applications and Components II Lab	1
+ HVA112	Heating and Air Conditioning	3
+ HVA112LL	Heating and Air Conditioning Lab	1
HVA143	Load Calculation and Duct Design	3
FAC/HVA231	Codes	3
MAT103AA	Math for Industrial Applications I	2
+ MAT103AB	Math for Industrial Applications II	2

Restricted Electives: None

Free Electives: None

**ATTACHMENT: OPM
 OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
 MCCCDC GOVERNING BOARD DATE: 10/27/09**

Award/Major Code: **AAS/3587** Program Title: **Air Conditioning/Refrigeration/Facilities**
 Initiating College: **GW** Effective Term: **2010 Spring**
 Program Availability: **College Specific**

Total Credits: 68-70 CIPS Code: 47.0201
 Overall G.P.A: 2.0 Faculty Initiator: Clyde Perry
 Instructional Council: Applied Technology (57)

Proposed Changes: Total Credits, Required Course Credits, Required Courses, Competencies

(AAS in Air Conditioning/Refrigeration/Facilities continued)

General Education: Credits: 22

CORE Credits 12

First Year Composition

+ ENG101	First-Year Composition (3) AND	
+ ENG111	Technical Writing (3)	6

Oral Communication

COM100	Introduction to Human Communication	3
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Critical Reading

+CRE111	Critical Reading for Business and Industry I (3) OR Equivalent by assessment.	3
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Mathematics

Waived. Waiver on file at the District Curriculum Office for MAT103AA and MAT103AB addressing the embedded competencies within the occupational program.	0
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DISTRIBUTION: Credits: 10

Humanities and Fine Arts

ENH254	Literature and Film (3) OR	
HUM251	Ideas and Values in the Humanities (3)	3

Social and Behavioral Sciences

SOC101	Introduction to Sociology	3
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Natural Sciences

CHM130	Fundamental Chemistry (3) AND	
CHM130LL	Fundamental Chemistry Lab (1) OR	
PHY101	Introduction to Physics (4) OR	
PHY111	General Physics I (4)	4

ATTACHMENT: OPM
OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09

Award/Major Code: **CCL/5380** Program Title: **Air Conditioning/Refrigeration/Facilities**
 Initiating College: **GW** Effective Term: **2010 Spring**
 Program Availability: **College Specific**

Total Credits: 46-48 CIPS Code: 47.0201
 Overall G.P.A: 2.0 Faculty Initiator: Clyde Perry
 Instructional Council: Applied Technology (57)

Proposed Changes: Total Credits, Required Course Credits, Required Courses, Competencies

Description: The Associate in Applied Science (AAS) in Air Conditioning/ Refrigeration/ Facilities program is designed to provide training in the areas of heating, ventilation, refrigeration and air conditioning (HVAC&R) systems, electricity, electronic controls and instrumentation, hydronics, electro-mechanical devices, and general repair. Students will acquire skills necessary to assess and solve problems quickly in emergency situations, based upon an understanding of regulatory guidelines. The program provides students an opportunity to develop written and verbal communication skills through general education courses. Upon program completion, Air Conditioning/ Refrigeration/ Facilities technicians are employable in the semi-conductor and health industries. Graduates can also find employment in the refrigeration industry as HVAC&R technicians or building services technicians.

Program Notes:

Students must earn a grade of "C" or better in all courses within the program.
 + indicates course has prerequisite and/or corequisites.

Admission Criteria: None

Program Prerequisites: None

Required Courses: Credits: 46-48

BPC110	Computer Usage and Applications	3
+ FAC/HVA101	Refrigeration Applications and Components I	2
+ FAC/HVA101LL	Refrigeration Applications and Components I Lab	1
+ ELC/FAC/HVA105	Electricity for Industry	3
+ ELC/FAC/HVA105LL	Electricity for Industry Lab	1
FAC/OSH/GTC/MIT106	Industrial Safety or proof OSHA 30 hour card	0-2
+ FAC115	Motors, Controls and Wiring Diagrams	3
+ FAC115LL	Motors, Controls and Wiring Diagrams Lab	1
+ FAC186	Electro-Mechanical Devices	3
+ FAC210	Facilities Air Conditioning Systems	3
+ FAC210LL	Facilities Air Conditioning Systems Lab	1
+ FAC220	Controls and Instrumentation	3
+ FAC220LL	Controls and Instrumentation Lab	1
+ FAC235	Commercial Air and Water Test and Balance	3
+ FAC235LL	Commercial Air and Water Test and Balance Lab	1
+ HVA103	Refrigeration Applications and Components II	2
+ HVA103LL	Refrigeration Applications and Components II Lab	1
+ HVA112	Heating and Air Conditioning	3
+ HVA112LL	Heating and Air Conditioning Lab	1
HVA143	Load Calculation and Duct Design	3
FAC/HVA231	Codes	3
MAT103AA	Math for Industrial Applications I	2
+ MAT103AB	Math for Industrial Applications II	2

Restricted Electives: None

Free Electives: None

General Education: None

ATTACHMENT: OPM
OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09

Award/Major Code: **CCL/5307** Program Title: **Health Unit Coordinating**
 Initiating College: **GW** Effective Term: **2010 Spring**
 Program Availability: **College Specific**

Total Credits: 16.5-17 CIPS Code: 51.0703
 Overall G.P.A: 2.0 Faculty Initiator: Monica Wadsworth-Seibel
 Instructional Council: Allied Health (51)

Proposed Changes: Total Credits, Required Course Credits, Required Courses, Competencies

Description: The Certificate of Completion (CCL) in Health Unit Coordinating program focuses on the work involved at the nurses' station in health care facilities and the coordination of non-clinical activities related to patient care. Professional duties include transcribing doctors' orders, scheduling diagnostic tests and treatments for patients, managing the patients' charts and unit supplies.

Program Notes:

Students must earn a grade of "C" or better for all courses required within the program.
 + indicates course has prerequisite and/or corequisites.
 ++ indicates any modules.

Admission Criteria: None

Program Prerequisites: None

Required Courses: Credits: 16.5-17

* indicates that HCC145 must be taken within the last 5 academic years.

BPC/CIS+++++	Any 1-credit BPC/CIS prefixed course	1
EMT/HCC/RES109	CPR for the Health Care Provider (0.5) OR Proof of Current Health Care Provider CPR Certification (0)	0-0.5
HCC130	Fundamentals in Health Care Delivery (3) OR	
HCC130AA	Health Care Today (0.5) AND	
HCC130AB	Workplace Behaviors in Health Care (0.5) AND	
HCC130AC	Personal Wellness and Safety (0.5) AND	
HCC130AD	Communication and Teamwork in Health Care Organizations (0.5) AND	
HCC130AE	Legal Issues in Health Care (0.5) AND	
HCC130AF	Decision Making in the Health Care Setting (0.5)	3
HCC145*	Medical Terminology for Health Care Workers	3
HUC110	Issues in Health Unit Coordinating	1
+ HUC113	Health Unit Coordinator Procedures	4
+ HUC114	Health Unit Coordinator Procedures-Lab	2
+ HUC115	Health Unit Coordinator Clinical	2
+ HUC116	Health Unit Coordinating Clinical Seminar	0.5

Restricted Electives: None

Free Electives: None

General Education: None

ATTACHMENT: OPM
OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09

Award/Major Code: **CCL/5440** Program Title: **Production Technology: CNC**
 Initiating College: **GW** Effective Term: **2010 Spring**
 Program Availability: **College Specific**

Total Credits: 22 CIPS Code: 15.0613
 Overall G.P.A: 2.0 Faculty Initiator: Dave Zamora
 Instructional Council: Applied Technology (57)

Proposed Changes: Title, Program Prerequisite Credits, Program Prerequisites

Description: The Certificate of Completion (CCL) is designed for students to obtain the skills required to be considered as a Computer Numerical Control CNC technician in a manufacturing environment.

Program Notes:

Students must earn a grade of C or better in all courses within the program.
 + indicates course has prerequisite and/or corequisites.

Admission Criteria: None

Program Prerequisites: Credits: 3

MAT082 Basic Arithmetic (3) OR higher level mathematics course OR
 satisfactory score on District Placement exam AND
 A minimum of one-year documented work experience in the manufacturing field 3

Required Courses: Credits: 22

+ MET112	Inspection Techniques	3
MET140	Computer-Aided Drafting for Manufacturing	3
MET206AA	CNC Programming: CNC Theory	2
+ MET206AB	Mathematics for CNC Programming	1
+ MET206AC	CNC Programming: Word Address Programming	1
+ MET207	CNC Mill: Operator Training I	3
+ MET208	CNC Lathe: Operator Training I	3
+ MET209	CNC Mill: Operator Training II	3
+ MET210	CNC Lathe: Operator Training II	3

Restricted Electives: None

Free Electives: None

General Education: None

ATTACHMENT: OPM
OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09

Award/Major Code: **AAS/3036** Program Title: **Medical Transcription**
Initiating College: **GW** Effective Term: **2010 Spring**
Program Availability: **College Specific**

Total Credits: 66-75.5 CIPS Code: 51.0708
Overall G.P.A: 2.0 Faculty Initiator: Charlene Thiessen
Instructional Council: Allied Health (51)

Proposed Changes: Total Credits, Program Prerequisites, Required Course Credits, Required Courses, General Education Totals Credits, General Education Core Credits, Mathematics Credits, Mathematics Requirements, Competencies

Description: The Associate in Applied Science (AAS) in Medical Transcription is the field of transcribing dictation by physicians and other health care professionals regarding patient diagnosis, treatment and prognosis. It employs state-of-the-art electronic equipment for the transcription of a variety of medical reports in order to document patient care and facilitate delivery of health care services. Medical transcription requires a broad knowledge of medical terminology, anatomy and physiology, surgical procedures, medications, diagnostic tests and curative procedures and medico-legal principles. Medical Transcription is a vital part of the Health Information Management department, ensuring accurate electronic medical records. Medical Transcription enforces standards and requirements that apply to patient health information records, as well as the legal significance of medical transcripts.

A wide variety of careers exist in the medical transcription field including working in doctors' offices, hospitals, outpatient diagnostic services, insurance companies, or private dictation services. Opportunities abound for a "self starting" individual who is interested in the medical field, with word processing skills, and who takes great pride in efficiency and accuracy. After a year of work experience in the field of medical transcription, students are eligible to become Certified Medical Transcriptionists (CMT) by taking the national certification exam offered by the Association for Healthcare Documentation Integrity (AHD).

Educational Information: Completion of GateWay's Medical Transcription program leads to an Associate in Applied Sciences degree. Transcription classes are offered together, in a block, for effective development of medical terminology and transcription production. The program is delivered online in a format reflective of the nature of medical transcription in today's health information, electronic society using electronic medical records and voice files delivered to the transcriptionist via the internet.

Program Notes:

Students must earn a grade of "C" or better in all courses within the program.

+ indicates course has prerequisite and/or corequisites.

Students with other related health care experiences not listed on the following Program Prerequisites options may request an evaluation for course competency equivalence through the Integrated Competency Assessment Network (ICAN) by calling 480.731.8924.

Admission Criteria:

Formal application and admission to the program is required.

Current Health Care Provider CPR card required.

Program Prerequisites: Credits: 7-13

Students must also select one of the following 2 options.

Option I: Credits: 7

50 WPM typing skill

+ BPC/OAS130DK	Beginning Word	1
CIS105	Survey of Computer Information Systems	3
OAS108	Business English	3

Current credential in health care discipline or higher degree in a health science discipline from a regionally accredited institution of higher education recognized by Maricopa County Community College District.

ATTACHMENT: OPM
OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09

Award/Major Code: **AAS/3036** Program Title: **Medical Transcription**
 Initiating College: **GW** Effective Term: **2010 Spring**
 Program Availability: **College Specific**

Total Credits: 66-75.5 CIPS Code: 51.0708
 Overall G.P.A: 2.0 Faculty Initiator: Charlene Thiessen
 Instructional Council: Allied Health (51)

Proposed Changes: Total Credits, Program Prerequisites, Required Course Credits, Required Courses, General Education Totals Credits, General Education Core Credits, Mathematics Credits, Mathematics Requirements, Competencies

(AAS in Medical Transcription continued)

Option 2: Credits: 13

50 WPM typing skill

+	BPC/OAS130DK	Beginning Word	1
	CIS105	Survey of Computer Information Systems	3
	HCC130	Fundamentals in Health Care Delivery (3) OR	
	HCC130AA	Health Care Today (0.5) AND	
	HCC130AB	Workplace Behaviors in Health Care (0.5) AND	
	HCC130AC	Personal Wellness and Safety (0.5) AND	
	HCC130AD	Communication and Teamwork in Health Care Organizations (0.5) AND	
	HCC130AE	Legal Issues in Health Care (0.5) AND	
	HCC130AF	Decision Making in the Health Care Setting (0.5)	3
	HCC145	Medical Terminology for Health Care Workers	3
	OAS108	Business English	3

Required Courses: Credits: 39-39.5

	BIO160	Introduction to Human Anatomy and Physiology	4
	EMT/HCC/RES109	CPR for the Health Care Provider (0.5) OR Proof of Current Health Care Provider CPR Certification (0)	0-0.5
+	MTR101	Medical Transcription Applications	3
	MTR103	Pharmacology for Medical Transcriptionists	2
+	MTR201	Physician's Office Transcription	3
+	MTR202	Medical-Surgical Transcription	3
+	MTR203	Diagnostic Therapeutic Transcription	3
+	MTR221	Advanced Office Transcription	3
+	MTR222	Advanced Surgical Transcription	3
+	MTR223	Advanced Diagnostic Transcription	3
+	MTR230	Dictation by Non-native Speakers	3
+	MTR270	Advanced Medical Terminology	3
+	MTR271	Pathophysiology for Medical Transcription	3
+	MTR273	Medical Transcription Seminar	1
+	MTR273AB	Medical Transcription Practicum	2

Restricted Electives: None

Free Electives: None

ATTACHMENT: OPM
OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09

Award/Major Code: **AAS/3036** Program Title: **Medical Transcription**
 Initiating College: **GW** Effective Term: **2010 Spring**
 Program Availability: **College Specific**

Total Credits: 66-75.5 CIPS Code: 51.0708
 Overall G.P.A: 2.0 Faculty Initiator: Charlene Thiessen
 Instructional Council: Allied Health (51)

Proposed Changes: Total Credits, Program Prerequisites, Required Course Credits, Required Courses, General Education Totals Credits, General Education Core Credits, Mathematics Credits, Mathematics Requirements, Competencies

(AAS in Medical Transcription continued)

General Education: Credits: 20-23

CORE Credits: 15-17

First Year Composition

+ ENG101	First-Year Composition (3) AND	
+ ENG102	First-Year Composition (3)	6

Oral Communication

COM110	Interpersonal Communication	3
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Critical Reading

CRE101	Critical and Evaluative Reading I (3) OR Equivalent by assessment.	3
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Mathematics

+ MAT120	Intermediate Algebra (5) OR	
+ MAT121	Intermediate Algebra (4) OR	
+ MAT122	Intermediate Algebra (3) OR	
	Equivalent by Assessment OR Satisfactory completion of a higher level mathematics course	3-5

DISTRIBUTION: Credits: 5-6

Humanities and Fine Arts

Any approved ENH or HUM general education course from the Humanities and Fine Arts area.	2-3
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Social and Behavioral Sciences

Any approved PSY or SOC general education course from the Social and Behavioral Sciences area.	3
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Natural Sciences

Met by BIO160 in Required Courses area.	0
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**ATTACHMENT: OPM
OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09**

Award/Major Code: **CCL/5622** Program Title: **Medical Transcription**
Initiating College: **GW** Effective Term: **2010 Spring**
Program Availability: **College Specific**

Total Credits: 33-39.5 CIPS Code: 51.0708
Overall G.P.A: 2.0 Faculty Initiator: Charlene Thiessen
Instructional Council: Allied Health (51)

Proposed Changes: Total Credits, Title, Program Prerequisite Credits, Program Prerequisites, Required Course Credits, Required Courses, Competencies

Description: The Certificate of Completion (CCL) in Medical Transcription is the field of transcribing dictation by physicians and other health care professionals regarding patient diagnosis, treatment and prognosis. It employs state-of-the-art electronic equipment for the transcription of a variety of medical reports in order to document patient care and facilitate delivery of health care services. Medical transcription requires a broad knowledge of medical terminology, anatomy and physiology, surgical procedures, medications, diagnostic tests and curative procedures and medico-legal principles. Medical Transcription is a vital part of the Health Information Management department, ensuring accurate electronic medical records. Medical Transcription enforces standards and requirements that apply to patient health information records, as well as the legal significance of medical transcripts. A wide variety of careers exist in the medical transcription field including working in doctors' offices, hospitals, outpatient diagnostic services, insurance companies, or private dictation services. Opportunities abound for a 'self starting' individual who is interested in the medical field, with word processing skills, and who takes great pride in efficiency and accuracy. After a year of work experience in the field of medical transcription, students are eligible to become Certified Medical Transcriptionists (CMT) by taking the national certification exam offered by the Association for Healthcare Documentation Integrity (AHDl). Educational Information: Completion of GateWay's Medical Transcription program leads to an Associate in Applied Sciences degree. Transcription classes are offered together, in a block, for effective development of medical terminology and transcription production. The program is delivered online in a format reflective of the nature of medical transcription in today's health information, electronic society using electronic medical records and voice files delivered to the transcriptionist via the internet.

Program Notes:

Students must earn a grade of "C" or better in all courses within the program.
+ indicates course has prerequisites and/or corequisites.

Admission Criteria:

Formal application and admission to the program is required.
Current Health Care Provider CPR card required.

Program Prerequisites: Credits: 7-13

Students must also select one of the following 2 options.

Option I: Credits: 7

50 WPM typing skill

+ BPC/OAS130DK	Beginning Word	1
CIS105	Survey of Computer Information Systems	3
OAS108	Business English	3

Current credential in health care discipline or degree in a health science discipline from a regionally accredited institution of higher education recognized by Maricopa County Community College District.

ATTACHMENT: OPM
OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09

Award/Major Code: **CCL/5622** Program Title: **Medical Transcription**
 Initiating College: **GW** Effective Term: **2010 Spring**
 Program Availability: **College Specific**

Total Credits: 33-39.5 CIPS Code: 51.0708
 Overall G.P.A: 2.0 Faculty Initiator: Charlene Thiessen
 Instructional Council: Allied Health (51)

Proposed Changes: Total Credits, Title, Program Prerequisite Credits, Program Prerequisites, Required Course Credits, Required Courses, Competencies

(CCL in Medical Transcription continued)

Option 2: Credits: 13

50 WPM typing skill

+ BPC/OAS130DK	Beginning Word	1
CIS105	Survey of Computer Information Systems	3
HCC130	Fundamentals in Health Care Delivery (3) OR	
HCC130AA	Health Care Today (0.5) AND	
HCC130AB	Workplace Behaviors in Health Care (0.5) AND	
HCC130AC	Personal Wellness and Safety (0.5) AND	
HCC130AD	Communication and Teamwork in Health Care Organizations (0.5) AND	
HCC130AE	Legal Issues in Health Care (0.5) AND	
HCC130AF	Decision Making in the Health Care Setting (0.5)	3
HCC145	Medical Terminology for Health Care Workers	3
OAS108	Business English	3

Required Courses: Credits: 26-26.5

+ BIO160	Introduction to Human Anatomy and Physiology	4
EMT/HCC/RES109	CPR for the Health Care Provider (0.5) OR Proof of Current Health Care Provider CPR Certification (0)	0-0.5
+ MTR101	Medical Transcription Applications	3
MTR103	Pharmacology for Medical Transcriptionists	2
+ MTR201	Physician's Office Transcription	3
+ MTR202	Medical-Surgical Transcription	3
+ MTR203	Diagnostic Therapeutic Transcription	3
+ MTR270	Advanced Medical Terminology	3
+ MTR271	Pathophysiology for Medical Transcription	3
+ MTR273	Medical Transcription Seminar	1
+ MTR273AA	Medical Transcription Practicum	1

Restricted Electives: None

Free Electives: None

General Education: None

ATTACHMENT: OPM
OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09

Award/Major Code: **AAS/3688**
Initiating College: **GW**
Program Availability: **College Specific**

Program Title: **Nuclear Medicine Technology**
Effective Term: **2010 Spring**

Total Credits: 88
Overall G.P.A: 2.40
Instructional Council: Allied Health (51)

CIPS Code: 51.0905
Faculty Initiator: Jeanne Dial

Proposed Changes: Total Credits, Prerequisite Credits, Program Prerequisites, Required Course Credits, Required Courses, Competencies

Description: The Associate in Applied Science (AAS) in Nuclear Medicine Technology is designed to prepare students to function as competent members of the healthcare team in the role of nuclear medicine technologists. Employment opportunities exist in hospitals, medical offices and ambulatory clinics. Upon completion of the program, the student will be eligible to apply for the certifying board examination administered by the American Registry of Radiologic Technology [ARRT (N)], the nuclear Medicine Technology Certification Board (NMTCB) and Arizona State Licensure. The curriculum is structured to provide appropriate didactic instruction, as well as ample supervised clinical exposure, to assure sufficient opportunity to achieve all didactic and clinical requirements.

Program Notes:

Students must earn a grade of "C" or better for all courses required within the program.

+ indicates course has prerequisite and/or corequisites.

Failure to comply in any DMI, HCC, or NUC course will result in immediate dismissal from the program.

Students with other related health care experiences not listed in the following Program Prerequisites options may request an evaluation for course competency equivalence through the Integrated Competency Assessment Network (ICAN) by calling 480.731.8924.

Admission Criteria:

Current Physical and Immunizations (exam within past three months).

Drug Screening - more information will be given once admitted to program.

Current Health Care Provider CPR card required.

Program Prerequisites: Credits: 14-23

Students must select one of the following two options.

Option I: Credits: 14 -15

1. National certification in one of the following professions: Radiologic Technologist (RT), Registered Nurse (RN), Respiratory Therapist (RRT), or Diagnostic Medical Sonographer (ARDMS).
2. Copy of current certificate or license.
3. No previous experience in the field of Nuclear Medicine.
4. Successful completion of the following college courses with a cumulative grade point average (GPA) of 3.0 or higher. Courses must be taken from an accredited institution recognized by GateWay Community College with a final grade of "C" or better.

Students may achieve credit by:

1. Completing courses
2. Examination, or
3. Evaluation

For courses with prerequisites (+), it is strongly recommended that the prerequisite courses be taken within the past five years.

+ CHM130	Fundamental Chemistry (3) AND	
+ CHM130LL	Fundamental Chemistry Lab (1)	4
+ MAT122	Intermediate Algebra OR Equivalent by assessment	3

ATTACHMENT: OPM
OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09

Award/Major Code: **AAS/3688** Program Title: **Nuclear Medicine Technology**
 Initiating College: **GW** Effective Term: **2010 Spring**
 Program Availability: **College Specific**

Total Credits: 88 CIPS Code: 51.0905
 Overall G.P.A: 2.40 Faculty Initiator: Jeanne Dial
 Instructional Council: Allied Health (51)

Proposed Changes: Total Credits, Prerequisite Credits, Program Prerequisites, Required Course Credits, Required Courses, Competencies

(AAS in Nuclear Medicine Technology continued)

- + PHY101 Introduction to Physics (4) OR
- + PHY111 General Physics I (4) AND
- + PHY112 General Physics II (4) OR
- + PHS110 Fundamental Physical Science (4) OR
- + DMI105 Fundamentals of Radiation Physics (3) OR
 other educational experiences as evaluated by program director 7-8

Option II: Credits: 22 -23

1. Associate degree or higher from an accredited institution
2. Copy of current certificate or license
3. Successful completion of the following college courses with a cumulative grade point average (GPA) of 3.0 or higher. Must be a college semester credit from an accredited institution recognized by GateWay Community College with a final grade of "C" or better.

Students may achieve credit by:

1. Completing courses
2. Examination, or
3. Evaluation.

For courses with prerequisites (+), it is strongly recommended that the prerequisite courses be taken within the past five years.

- BIO160 Introduction to Human Anatomy and Physiology 4
- + CHM130 Fundamental Chemistry 3
- + CHM130LL Fundamental Chemistry Lab 1
- DMI100 Introduction to Diagnostic Medical Imaging 0.5
- + MAT122 Intermediate Algebra OR Equivalent by assessment 3
- + PHY101 Introduction to Physics (4) OR
- + PHY111 General Physics I (4) AND
- + PHY112 General Physics II (4) OR
- + PHS110 Fundamental Physical Science (4) OR
- + DMI105 Fundamentals of Radiation Physics (3) OR
 other educational experiences as evaluated by Program Director 7 -8

- HCC130 Fundamentals in Health Care Delivery (3) OR
- HCC130AA Health Care Today (.05) AND
- HCC130AB Workplace Behaviors in Health Care (0.5) AND
- HCC130AC Personal Wellness and Safety (0.5) AND
- HCC130AD Communication and Teamwork in Health Care Organizations (0.5) AND
- HCC130AE Legal Issues in Health Care (0.5) AND
- HCC130AF Decision Mmaking in the Health Care Setting (0.5) 3
- EMT/HCC/RES109 CPR for Health Care Provider OR
 American Heart Association Health Care Provider CPR certification 0.5

ATTACHMENT: OPM
OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09

Award/Major Code: **AAS/3688** Program Title: **Nuclear Medicine Technology**
 Initiating College: **GW** Effective Term: **2010 Spring**
 Program Availability: **College Specific**

Total Credits: 88 CIPS Code: 51.0905
 Overall G.P.A: 2.40 Faculty Initiator: Jeanne Dial
 Instructional Council: Allied Health (51)

Proposed Changes: Total Credits, Prerequisite Credits, Program Prerequisites, Required Course Credits, Required Courses, Competencies

(AAS in Nuclear Medicine Technology continued)

Required Courses: Credits: 67

+ DMI/ICE220	Sectional Anatomy	3
+ HCC200	Basic Client Care for Allied Health	0.5
+ NUC110	Radiation Safety for Nuclear Medicine	2
+ NUC112	Fundamentals of Nuclear Medicine Lab	1
+ NUC114	Fundamentals of Nuclear Medicine	3
+ NUC116	Nuclear Medicine Imaging I	3
+ NUC120	Radiopharmaceutical/pharmaceutical administration for the Nuclear Medicine Technologist	1.5
+ NUC122	Nuclear Medicine Imaging I Lab	1
+ NUC124AA	Nuclear Medicine Theory I: Part A	1.5
+ NUC124AB	Nuclear Medicine Theory I: Part B	1.5
+ NUC126	Nuclear Medicine Imaging II	3
+ NUC140	Clinical Pathology for Diagnostic Imaging	3
+ NUC150	Fundamentals of Computed Tomography	2
+ NUC170AA	Nuclear Medicine Cardiac Imaging I	1.5
+ NUC170AB	Nuclear Medicine Cardiac Imaging II	1.5
+ NUC212	Clinical Practicum I	2
+ NUC213	Nuclear Medicine Image Evaluation I	1
+ NUC222	Clinical Practicum II	3
+ NUC223	Nuclear Medicine Image Evaluation II	1
+ NUC232	Clinical Practicum III	3
+ NUC233	Nuclear Medicine Image Evaluation III	1
+ NUC234	Nuclear Medicine Theory II	2
+ NUC236	Nuclear Medicine Imaging III	3
+ NUC242	Clinical Practicum IV	3
+ NUC243	Nuclear Medicine Image Evaluation IV	1
+ NUC244	Nuclear Medicine Theory III	3
+ NUC252	Clinical Practicum V	3
+ NUC253	Nuclear Medicine Image Evaluation V	1
+ NUC262	Capstone Practicum	2
+ NUC270	Nuclear Medicine Scientific Method	1
+ NUC272	Cardiac Practicum	2
+ NUC280	Nuclear Medicine PET and PET/CT	3
+ NUC290	Nuclear Medicine Certification Preparation Seminar	3

Restricted Electives: None

Free Electives: None

ATTACHMENT: OPM
OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09

Award/Major Code: **AAS/3688** Program Title: **Nuclear Medicine Technology**
Initiating College: **GW** Effective Term: **2010 Spring**
Program Availability: **College Specific**

Total Credits: 88 CIPS Code: 51.0905
Overall G.P.A: 2.40 Faculty Initiator: Jeanne Dial
Instructional Council: Allied Health (51)

Proposed Changes: Total Credits, Prerequisite Credits, Program Prerequisites, Required Course Credits, Required Courses, Competencies

(AAS in Nuclear Medicine Technology continued)

General Education: Credits: 21

CORE Credits: 12

First Year Composition

+ ENG101	First-Year Composition (3) AND	
+ ENG102	First-Year Composition (3) OR	
+ ENG111	Technical and Professional Writing (3)	6

Oral Communication

Any approved general education course from the Oral Communication area COM110 OR COM110AA AND COM110AB AND COM110AC recommended, but not required 3

Critical Reading

+ Any approved general education course from the Critical Reading area OR Equivalent as indicated by assessment 3

Mathematics

Met by MAT122 in Program Prerequisites area 0

DISTRIBUTION: Credits: 9

Humanities and Fine Arts

Any approved general education course in the Humanities and Fine Arts area 2

Social and Behavioral Sciences

Any approved general education course from the Social and Behavioral Sciences area. PSY101 recommended, but not required 3

Natural Sciences

Met by one of the following options:

Option 1. Any approved general education course in the Natural Sciences area
Option 2. CHM130 OR PHY101 OR PHS110 in Program Prerequisites area
Option 3. BIO160 OR CHM130 OR PHY101 OR PHS110 in Program Prerequisites area 4

ATTACHMENT: OPM
OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09

Award/Major Code: **CCL/5688**
Initiating College: **GW**
Program Availability: **College Specific**

Program Title: **Nuclear Medicine Technology**
Effective Term: **2010 Spring**

Total Credits: 67
Overall G.P.A: 2.40
Instructional Council: Allied Health (51)

CIPS Code: 51.0905
Faculty Initiator: Jeanne Dial

Proposed Changes: Total Credits Program Prerequisite Credits, Program Prerequisites, Required Course Credits, Required Courses, Competencies

Description: The Certificate of Completion (CCL) in Nuclear Medicine Technology is designed to prepare students to function as competent members of the healthcare team in the role of nuclear medicine technologists. Employment opportunities exist in hospitals, medical offices and ambulatory clinics. Upon completion of the program, the student will be eligible to apply for the certifying board examination administered by the American Registry of Radiologic Technology [ARRT (N)], the nuclear Medicine Technology Certification Board (NMTCB) and Arizona State Licensure. The curriculum is structured to provide appropriate didactic instruction, as well as ample supervised clinical exposure, to assure sufficient opportunity to achieve all didactic and clinical requirements.

Program Notes:

Students must earn a grade of "C" or better for all courses required within the program.

+ indicates course has prerequisite and/or corequisites.

Failure to comply in any DMI, HCC, or NUC course will result in immediate dismissal from the program.

Students with other related health care experiences not listed in the following Program Prerequisites options may request an evaluation for course competency equivalence through the Integrated Competency Assessment Network (ICAN) by calling 480.731.8924.

Admission Criteria:

Current Physical and Immunizations (exam within past three months).

Drug Screening - more information will be given once admitted to program.

Current Health Care Provider CPR card required.

Program Prerequisites: Credits: 14-23

Students must select one of the following two options.

Option 1: Credits: 14-15

1. National certification in one of the following professions: Radiologic Technologist (RT), Registered Nurse (RN), Respiratory Therapist (RRT), or Diagnostic Medical Sonographer (ARDMS).
2. Copy of current certificate or license.
3. No previous experience in the field of Nuclear Medicine.
4. Successful completion of the following college courses with a cumulative grade point average (GPA) of 3.0 or higher. Courses must be taken from an accredited institution recognized by GateWay Community College with a final grade of "C" or better.

Students may achieve credit by:

1. Completing courses
2. Examination, or
3. Evaluation

ATTACHMENT: OPM
OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09

Award/Major Code: **CCL/5688** Program Title: **Nuclear Medicine Technology**
 Initiating College: **GW** Effective Term: **2010 Spring**
 Program Availability: **College Specific**

Total Credits: 67 CIPS Code: 51.0905
 Overall G.P.A: 2.40 Faculty Initiator: Jeanne Dial
 Instructional Council: Allied Health (51)

Proposed Changes: Total Credits Program Prerequisite Credits, Program Prerequisites, Required Course Credits, Required Courses, Competencies

(CCL in Nuclear Medicine Technology continued)

For courses with prerequisites (+), it is strongly recommended that the prerequisite courses be taken within the past five years.

+ CHM130	Fundamental Chemistry (3) AND	
+ CHM130LL	Fundamental Chemistry Lab (1)	4
+ MAT122	Intermediate Algebra OR Equivalent by assessment	3
+ PHY101	Introduction to Physics (4) OR	
+ PHY111	General Physics I (4) AND	
+ PHY112	General Physics II (4) OR	
+ PHS110	Fundamental Physical Science (4) OR	
+ DMI105	Fundamentals of Radiation Physics (3) OR other educational experiences as evaluated by program director	7-8

Option II: Credits: 22 -23

1. Associate degree or higher from an accredited institution
2. Copy of current certificate or license
3. Successful completion of the following college courses with a cumulative grade point average (GPA) of 3.0 or higher. Must be a college semester credit from an accredited institution recognized by GateWay Community College with a final grade of C or better.

Students may achieve credit by:

1. Completing courses
2. Examination, or
3. Evaluation.

For courses with prerequisites (+), it is strongly recommended that the prerequisite courses be taken within the past five years.

BIO160	Introduction to Human Anatomy and Physiology	4
+ CHM130	Fundamental Chemistry	3
+ CHM130LL	Fundamental Chemistry Lab	1
DMI100	Introduction to Diagnostic Medical Imaging	0.5
+ MAT122	Intermediate Algebra (3) OR Equivalent by assessment	3
+ PHY101	Introduction to Physics (4) OR	
+ PHY111	General Physics I (4) AND	
+ PHY112	General Physics II (4) OR	
+ PHS110	Fundamental Physical Science (4) OR	
+ DMI105	Fundamentals of Radiation Physics (3) OR other educational experiences as evaluated by program director	7 -8

ATTACHMENT: OPM
OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09

Award/Major Code: **CCL/5688** Program Title: **Nuclear Medicine Technology**
 Initiating College: **GW** Effective Term: **2010 Spring**
 Program Availability: **College Specific**

Total Credits: 67 CIPS Code: 51.0905
 Overall G.P.A: 2.40 Faculty Initiator: Jeanne Dial
 Instructional Council: Allied Health (51)

Proposed Changes: Total Credits Program Prerequisite Credits, Program Prerequisites, Required Course Credits, Required Courses, Competencies

(CCL in Nuclear Medicine Technology continued)

HCC130	Fundamentals in Health Care Delivery (3) OR	
HCC130AA	Health Care Today (.05) AND	
HCC130AB	Workplace Behaviors in Health Care (0.5) AND	
HCC130AC	Personal Wellness and Safety (0.5) AND	
HCC130AD	Communication and Teamwork in Health Care Organizations (0.5) AND	
HCC130AE	Legal Issues in Health Care (0.5) AND	
HCC130AF	Decision Mmaking in the Health Care Setting (0.5)	3
EMT/HCC/RES109	CPR for Health Care Provider OR American Heart Association Health Care Provider CPR certification	0.5

Required Courses: Credits: 67

+	DMI/ICE220	Sectional Anatomy	3
+	HCC200	Basic Client Care for Allied Health	0.5
+	NUC110	Radiation Safety for Nuclear Medicine	2
+	NUC112	Fundamentals of Nuclear Medicine Lab	1
+	NUC114	Fundamentals of Nuclear Medicine	3
+	NUC116	Nuclear Medicine Imaging I	3
+	NUC120	Radiopharmaceutical/pharmaceutical administration for the Nuclear Medicine Technologist	1.5
+	NUC122	Nuclear Medicine Imaging I Lab	1
+	NUC124AA	Nuclear Medicine Theory I: Part A	1.5
+	NUC124AB	Nuclear Medicine Theory I: Part B	1.5
+	NUC126	Nuclear Medicine Imaging II	3
+	NUC140	Clinical Pathology for Diagnostic Imaging	3
+	NUC150	Fundamentals of Computed Tomography	2
+	NUC170AA	Nuclear Medicine Cardiac Imaging I	1.5
+	NUC170AB	Nuclear Medicine Cardiac Imaging II	1.5
+	NUC212	Clinical Practicum I	2
+	NUC213	Nuclear Medicine Image Evaluation I	1
+	NUC222	Clinical Practicum II	3
+	NUC223	Nuclear Medicine Image Evaluation II	1
+	NUC232	Clinical Practicum III	3
+	NUC233	Nuclear Medicine Image Evaluation III	1
+	NUC234	Nuclear Medicine Theory II	2
+	NUC236	Nuclear Medicine Imaging III	3
+	NUC242	Clinical Practicum IV	3
+	NUC243	Nuclear Medicine Image Evaluation IV	1
+	NUC244	Nuclear Medicine Theory III	3
+	NUC252	Clinical Practicum V	3
+	NUC253	Nuclear Medicine Image Evaluation V	1
	NUC262	Capstone Practicum	2

ATTACHMENT: OPM
OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09

Award/Major Code: **CCL/5688** Program Title: **Nuclear Medicine Technology**
Initiating College: **GW** Effective Term: **2010 Spring**
Program Availability: **College Specific**

Total Credits: 67 CIPS Code: 51.0905
Overall G.P.A: 2.40 Faculty Initiator: Jeanne Dial
Instructional Council: Allied Health (51)

Proposed Changes: Total Credits Program Prerequisite Credits, Program Prerequisites, Required Course Credits, Required Courses, Competencies

(CCL in Nuclear Medicine Technology continued)

+ NUC270	Nuclear Medicine Scientific Method	1
+ NUC272	Cardiac Practicum	2
+ NUC280	Nuclear Medicine PET and PET/CT	3
+ NUC290	Nuclear Medicine Certification Preparation Seminar	3

Restricted Electives: None

Free Electives: None

General Education: None

ATTACHMENT: OPM
OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09

Award/Major Code: **CCL/5542** Program Title: **Residential and Light Commercial Air Conditioning**
Initiating College: **GW** Effective Term: **2010 Spring**
Program Availability: **College Specific**

Total Credits: 20-22 CIPS Code: 47.0201
Overall G.P.A: 2.0 Faculty Initiator: Clyde Perry
Instructional Council: Applied Technology (57)

Proposed Changes: Total Credits, Required Course Credits, Required Courses, Competencies

Description: The Certificate of Completion (CCL) in Residential and Light Commercial Air Conditioning program is designed to provide training in the areas of heating, ventilation, refrigeration and air conditioning (HVAC&R) systems, electricity, electronic controls and general repair. Students will acquire skills necessary to assess and solve problems quickly in emergency situations. Upon program completion, air conditioning technicians are employable in the residential and light commercial air conditioning and refrigeration industry.

Program Notes:

Students must earn a grade of "C" or better in all courses within the program.
+ indicates course has prerequisite and/or corequisites.

Admission Criteria: None

Program Prerequisites: None

Required Courses: Credits: 20-22

BPC110	Computer Usage and Applications	3
+ FAC/HVA101	Refrigeration Applications and Components I	2
+ FAC/HVA101LL	Refrigeration Applications and Components I Lab	1
FAC/OSH/GTC/MIT106	Industrial Safety or proof OSHA 30 hour card	0-2
+ HVA103	Refrigeration Applications and Components II	2
+ HVA103LL	Refrigeration Applications and Components II Lab	1
+ ELC/FAC/HVA105	Electricity for Industry	3
+ ELC/FAC/HVA105LL	Electricity for Industry Lab	1
+ HVA112	Heating and Air Conditioning	3
+ HVA112LL	Heating and Air Conditioning Lab	1
HVA143	Load Calculation and Duct Design	3

Restricted Electives: None

Free Electives: None

General Education: None

ATTACHMENT: OPM
OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09

Award/Major Code: **CCL/5014** Program Title: **Medical Billing and Coding: Physician-Based**
 Initiating College: **PC** Effective Term: **2010 Spring**
 Program Availability: **College Specific**

Total Credits: 25-31 CIPS Code: 51.0713
 Overall G.P.A: 2.0 Faculty Initiator: Bonnie Petterson
 Instructional Council: Allied Health (51)

Proposed Changes: Total Credits, Required Courses Credits, Required Courses, Competencies

Description: The Medical Billing and Coding: Physician-Based Certificate of Completion (CCL) Program prepares individuals for entry-level medical billing and coding positions in ambulatory care treatment centers such as clinics, physician practices, managed care organizations, private billing services, and insurance companies. The program includes a professional practice affiliation in an area health care setting and provides the foundation needed for ambulatory-based entry-level coding certification examinations.

Program Notes:

+ indicates course has prerequisites and/or corequisites.
 Students must earn a grade of "C" or better for all courses required within the program.
 Students in this program participate in mandatory professional placements in health care settings. Prior to practice placements, students must provide documented proof of meeting current requirements for: CPR training, health and drug screenings and immunizations.

Admission Criteria:

Current English assessment reflecting eligibility for
 + ENG101, First-Year Composition OR
 + ENG107, First-Year Composition for ESL OR
 Permission of Program Director
 AND
 High school diploma OR
 GED OR
 Equivalent

Program Prerequisites: None

College level reading skills are strongly recommended.

Required Courses: Credits: 25-31

The credit hour range is subject to change depending on the student's educational experiences.
 Students must select Option 1 or Option 2.

OPTION 1: Credits: 25

Option 1 is available for students who have completed an Associate in Applied Science degree or higher degree in a health science discipline from a regionally accredited institution of higher education recognized by Maricopa County Community College District.

BIO160	Introduction to Human Anatomy and Physiology	4
BPC101AA	Introduction to Computers I (1) OR	
BPC/CIS121AE	Windows Operating System: Level I (1)	1
HCC109	CPR for the Health Care Provider (.5) OR	
	Current CPR certification at the health care provider or professional rescuer level	0.5
+ HCC164	Pharmacology for Allied Health	0.5
+ HCC204	Clinical Pathophysiology	3
+ HIM105	Computers in Healthcare and Health Record Systems	2
+ HIM180	Introduction to Medical Billing and Reimbursement	2

ATTACHMENT: OPM
OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09

Award/Major Code: **CCL/5014** Program Title: **Medical Billing and Coding: Physician-Based**
 Initiating College: **PC** Effective Term: **2010 Spring**
 Program Availability: **College Specific**

Total Credits: 25-31 CIPS Code: 51.0713
 Overall G.P.A: 2.0 Faculty Initiator: Bonnie Petterson
 Instructional Council: Allied Health (51)

Proposed Changes: Total Credits, Required Courses Credits, Required Courses, Competencies

(CCL in Medical Billing and Coding: Physician-Based continued)

+ HIM181	Medical Claims Processing	3
+ HIM185	ICD Diagnostic Coding	3
+ HIM212	CPT Coding I	2
+ HIM214	CPT Coding II	2
+ HIM215	Physician-Based Billing and Coding Seminar	1
+ HIM216	Professional Practice in Physician-Based Billing and Coding	1

OPTION 2: Credits: 31

Option 2 is available for students who do not have an Associate in Applied Science degree or higher degree in a health science discipline.

BIO160	Introduction to Human Anatomy and Physiology	4
BPC101AA	Introduction to Computers I (1) OR	
BPC/CIS121AE	Windows Operating System: Level I (1)	1
HCC109	CPR for the Health Care Provider (.5) OR	
	Current CPR certification at the health care provider or professional rescuer level	0.5
HCC130	Fundamentals in Health Care Delivery	3
HCC145	Medical Terminology for Health Care Workers	3
+ HCC164	Pharmacology for Allied Health	0.5
+ HCC204	Clinical Pathophysiology	3
+ HIM105	Computers in Healthcare and Health Record Systems	2
+ HIM180	Introduction to Medical Billing and Reimbursement	2
+ HIM181	Medical Claims Processing	3
+ HIM185	ICD Diagnostic Coding	3
+ HIM212	CPT Coding I	2
+ HIM214	CPT Coding II	2
+ HIM215	Physician-Based Billing and Coding Seminar	1
+ HIM216	Professional Practice in Physician-Based Billing and Coding	1

Restricted Electives: None

Free Electives: None

General Education: None

ATTACHMENT: OPM
OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09

Award/Major Code: **CCL/5092** Program Title: **Medical Coding: Hospital-Based**
 Initiating College: **PC** Effective Term: **2010 Spring**
 Program Availability: **College Specific**

Total Credits: 32-42.5 CIPS Code: 51.0713
 Overall G.P.A: Faculty Initiator:
 Instructional Council: Allied Health (51)

Proposed Changes: Total Credits, Required Course Credits, Required Courses, Competencies

(CCL in Medical Coding: Hospital-Based continued)

+ HIM212	CPT Coding I	2
+ HIM214	CPT Coding II	2
+ HIM221	Medical Coding Seminar	0.5
+ HIM222	Professional Practice in Medical Coding	1

Option: 2

Option 2 is available for students who do not have an Associate in Applied Science degree or higher degree in health science discipline

BIO156	Introductory Biology for Allied Health	4
+ BIO201	Human Anatomy and Physiology I	4
+ BIO202	Human Anatomy and Physiology II	4
BPC110	Computer Usage and Applications	3
EMT/RES/HCC109	CPR for the Health Care Provider (0.5) OR Current CPR certification at the health care provider OR professional rescuer level 0.5	
HCC130	Fundamentals in Health Care Delivery	3
HCC145	Medical Terminology for Health Care Workers	3
+ HCC164	Pharmacology for Allied Health	0.5
+ HCC204	Clinical Pathophysiology	3
+ HIM105	Computers in Healthcare and Health Record Systems	2
+ HIM180	Introduction to Medical Billing and Reimbursement	2
+ HIM209	ICD Coding	4
+ HIM211	Advanced Applications of Coding and Reimbursement	4
+ HIM212	CPT Coding I	2
+ HIM214	CPT Coding II	2
+ HIM221	Medical Coding Seminar	0.5
+ HIM222	Professional Practice in Medical Coding	1

Restricted Electives: None

Free Electives: None

General Education: None

ATTACHMENT: OPM
OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09

Award/Major Code: **AAS/3121**
Initiating College: **RS**
Program Availability: **College Specific**

Program Title: **eLearning Design Specialist**
Effective Term: **2010 Spring**

Total Credits: 64
Overall G.P.A: 2.0
Instructional Council: Education (56)

CIPS Code: 13.0501
Faculty Initiator: Jennifer Freed

Proposed Changes: Admission Criteria, Restricted Electives, Mathematics Requirements

Description: The eLearning Design Specialist program prepares students to work in the field of instructional design. Students will develop knowledge and skills to custom design and deliver instructional programs and products such as courses, curricula, training documentation, multimedia presentations, and simulations. Courses will focus on eLearning design theory, eLearning environments, and eLearning media and tools. Courses will also prepare students to work in a team-based environment, organize eLearning projects including budgets and timelines, and evaluate eLearning projects. The program includes a Certificate of Completion (CCL) in eLearning Design Specialist and an Associate in Applied Science (AAS) in eLearning Design Specialist.

Program Notes:

Students must earn a grade of "C" or better for all courses within the program.
+ indicates course has prerequisite and/or corequisites

Admission Criteria:

Formal application and admission into the eLearning Design Specialist program is required. Applications are available at <http://www.riosalado.edu/programs/elearning/Documents/Application.pdf> or from a program advisor.

AND

Completion of an Associate degree or higher degree from a regionally accredited institution of higher education.

OR

- + ENG101 First-Year Composition (3) OR
- + ENG107 First-Year Composition for ESL (3) OR
 Equivalent course. AND
- + ENG102 First-Year Composition (3) OR
- + ENG108 First-Year Composition for ESL (3) OR
- + ENG111 Technical Writing (3) OR
 Equivalent course.

AND

Any approved General Education course in the Humanities and Fine Arts area OR equivalent course.

AND

Any approved General Education course in the Social and Behavioral Sciences area OR equivalent course.

AND

Any approved General Education course in the Natural Sciences area OR equivalent course.

Program Prerequisites: None

ATTACHMENT: OPM
OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09

Award/Major Code: **AAS/3121** Program Title: **eLearning Design Specialist**
 Initiating College: **RS** Effective Term: **2010 Spring**
 Program Availability: **College Specific**

Total Credits: 64 CIPS Code: 13.0501
 Overall G.P.A: 2.0 Faculty Initiator: Jennifer Freed
 Instructional Council: Education (56)

Proposed Changes: Admission Criteria, Restricted Electives, Mathematics Requirements

(AAS in eLearning Design Specialist continued)

Required Courses: Credits: 21

Certificate of Completion in eLearning Design Specialist (5638) 21

Restricted Electives: Credits: 18

+ ART184	Computer Animation	3
BPC110	Computer Usage and Applications	3
+ BPC138AA	Windows Desktop Design and Publishing	3
CIS105	Survey of Computer Information Systems	3
BPC/CIS118AB	Power Point: Level I	1
BPC/CIS118BB	Power Point: Level II	1
BPC/CIS120DB	Computer Graphics: Adobe Illustrator	3
BPC/CIS120DC	Flash: Digital Animation	3
BPC/CIS120DF	Computer Graphics: Adobe Photoshop	3
CIS124AA	Project Management Software: Level I	1
+ CIS124BA	Project Management Software: Level II	1
BPC/CIS133DA	Internet/Web Development Level I	3
+ CIS233DC	Internet Web Development: Dreamweaver	3
+ CIS/MMT140	Survey of Multimedia Technology	2
+ CIS151	Computer Game Development -Level I	3
+ CIS236	Web-Based Teaching and Learning I	2
+ CIS237	Web-Based Teaching and Learning II	3
COM263	Elements of Intercultural Communication	3
ELN+++	Any ELN eLearning course not listed in the Required Courses area	3
GBS131	Business Calculations	3
+ GBS233	Business Communication	3
MGT101	Techniques of Supervision	3
MGT175	Business Organization and Management	3
MGT251	Human Relations in Business	3

Free Electives: None

General Education: Credits: 25

CORE Credits15

First Year Composition

+ ENG101	First-Year Composition (3) OR	
+ ENG107	First-Year Composition for ESL (3) OR	
	Equivalent Course AND	
+ ENG102	First-Year Composition (3) OR	
+ ENG108	First-Year Composition for ESL (3) OR	
+ ENG111	Technical Writing (3) OR	
	Equivalent Course	6

ATTACHMENT: OPM
OCCUPATIONAL PROGRAM MODIFICATIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09

Award/Major Code: **AAS/3121** Program Title: **eLearning Design Specialist**
Initiating College: **RS** Effective Term: **2010 Spring**
Program Availability: **College Specific**

Total Credits: 64 CIPS Code: 13.0501
Overall G.P.A: 2.0 Faculty Initiator: Jennifer Freed
Instructional Council: Education (56)

Proposed Changes: Admission Criteria, Restricted Electives, Mathematics Requirements

(AAS in eLearning Design Specialist continued)

Oral Communication

	COM100	Introduction to Human Communication (3) OR	
	COM110	Interpersonal Communication (3) OR	
+	COM230	Small Group Communication (3) OR	
+	COM259	Communication in Business and Professions (3)	3

Critical Reading

+	CRE101	Critical and Evaluative Reading I (3) OR	
+	CRE111	Critical Reading for Business and Industry (3)	3

Mathematics

+	MAT122	Intermediate Algebra (3) OR	
		Satisfactory completion of a higher level mathematics course.	3

DISTRIBUTION: Credits: 10

Humanities and Fine Arts

	Any approved general education course in the Humanities and Fine Arts area OR	
	Equivalent course	3

Social and Behavioral Sciences

	Any approved general education course in the Social and Behavioral Sciences area OR	
	Equivalent course	3

Natural Sciences

	Any approved general education course in the Natural Sciences area OR	
	Equivalent course	4

**ATTACHMENT: OPD
OCCUPATIONAL PROGRAM DELETIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09**

Award/Major Code: **CCL/5422** Program Title: **Manufacturing Productivity: Conventional Machines
Level I**
Initiating College: **GW** Effective Last Term: **2010 Spring**
Program Availability: **College Specific**

Total Credits: CIPS Code: 15.0613
Overall G.P.A: Faculty Initiator:
Instructional Council: Applied Technology (57)

Proposed Program Availability: This program will no longer be available.

Rational: GateWay has determined that this is no longer a functioning program at the college and thus should be deleted.

Award/Major Code: **CCL/5424** Program Title: **Manufacturing Productivity: Conventional Machines
Level II**
Initiating College: **GW** Effective Last Term: **2010 Spring**
Program Availability: **College Specific**

Total Credits: CIPS Code: 15.0613
Overall G.P.A: Faculty Initiator:
Instructional Council: Applied Technology (57)

Proposed Program Availability: This program will no longer be available.

Rational: GateWay has determined that this is no longer a functioning program at the college and thus should be deleted.

Award/Major Code: **CCL/5426** Program Title: **Manufacturing Productivity: Process Improvement**
Initiating College: **GW** Effective Last Term: **2010 Spring**
Program Availability: **College Specific**

Total Credits: CIPS Code: 15.0613
Overall G.P.A: Faculty Initiator:
Instructional Council: Applied Technology (57)

Proposed Program Availability: This program will no longer be available.

Rational: GateWay has determined that this is no longer a functioning program at the college and thus should be deleted.

**ATTACHMENT: OPD
OCCUPATIONAL PROGRAM DELETIONS: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 10/27/09**

Award/Major Code: **CCL/5434** Program Title: **Manufacturing Productivity: Team Leadership**
Initiating College: **GW** Effective Last Term: **2010 Spring**
Program Availability: **College Specific**

Total Credits: CIPS Code: 15.0613
Overall G.P.A: Faculty Initiator:
Instructional Council: Applied Technology (57)

Proposed Program Availability: This program will no longer be available.

Rational: GateWay has determined that this is no longer a functioning program at the college and thus should be deleted.

Award/Major Code: **CCL/5437** Program Title: **Manufacturing Productivity: Engineering Graphics**
Initiating College: **GW** Effective Last Term: **2010 Spring**
Program Availability: **College Specific**

Total Credits: CIPS Code: 15.0613
Overall G.P.A: Faculty Initiator:
Instructional Council: Applied Technology (57)

Proposed Program Availability: This program will no longer be available.

Rational: GateWay has determined that this is no longer a functioning program at the college and thus should be deleted.

Award/Major Code: **CCL/5438** Program Title: **Manufacturing Productivity: CNC CAD/CAM
Programming**
Initiating College: **GW** Effective Last Term: **2010 Spring**
Program Availability: **College Specific**

Total Credits: CIPS Code: 15.0613
Overall G.P.A: Faculty Initiator:
Instructional Council: Applied Technology (57)

Proposed Program Availability: This program will no longer be available.

Rational: GateWay has determined that this is no longer a functioning program at the college and thus should be deleted.

**ATTACHMENT: APD
ACADEMIC PROGRAM DELETION: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 11/27/09**

Award/Major Code: **ATP/9201** Program Title: **Elementary Education - ASU West Campus**
Initiating College: **DO** Effective Last Term: **2009 Summer II**
Program Availability: **Shared by: EMC, GC, MC, PC, PV, RS, SM**

CIPS Code: **13.99**

Proposed Program Availability: This program will no longer be available.

Rational: Arizona State University will no longer be offering ATP degrees; they have been replaced by the Maricopa – ASU Pathways Program (MAPP).

Award/Major Code: **ATP/9127** Program Title: **Exercise and Wellness - ASU Polytechnic (East) Campus**
Initiating College: **DO** Effective Last Term: **2009 Summer II**
Program Availability: **Shared by: CG, EMC, GC, MC, PC, PV, SC**

CIPS Code: **31.0505**

Proposed Program Availability: This program will no longer be available.

Rational: Arizona State University will no longer be offering ATP degrees; they have been replaced by the Maricopa – ASU Pathways Program (MAPP).

Award/Major Code: **ATP/9206** Program Title: **Justice Studies - ASU Tempe (Main) Campus**
Initiating College: **DO** Effective Last Term: **2009 Summer II**
Program Availability: **Shared by: CG, MC, PV**

CIPS Code: **43.0104**

Proposed Program Availability: This program will no longer be available.

Rational: Arizona State University will no longer be offering ATP degrees; they have been replaced by the Maricopa – ASU Pathways Program (MAPP).

Award/Major Code: **ATP/9109** Program Title: **Kinesiology - ASU Tempe (Main) Campus**
Initiating College: **DO** Effective Last Term: **2009 Summer II**
Program Availability: **Shared by: EMC, GC, MC, PC, PV, RS, SC, SM**

CIPS Code: **31.0505**

Proposed Program Availability: This program will no longer be available.

Rational: Arizona State University will no longer be offering ATP degrees; they have been replaced by the Maricopa – ASU Pathways Program (MAPP).

**ATTACHMENT: APD
ACADEMIC PROGRAM DELETION: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 11/27/09**

Award/Major Code: **ATP/9210** Program Title: **Parks and Recreation Management - ASU Tempe
(Main) Campus**
Initiating College: **DO** Effective Last Term: **2009 Summer II**
Program Availability: **Shared by: PC, SC**

CIPS Code:

Proposed Program Availability: This program will no longer be available.

Rational: Arizona State University will no longer be offering ATP degrees; they have been replaced by the Maricopa – ASU Pathways Program (MAPP).

Award/Major Code: **ATP/9102** Program Title: **Psychology (BA) - ASU Tempe (Main) Campus**
Initiating College: **DO** Effective Last Term: **2009 Summer II**
Program Availability: **Shared by: CG, GC, PV, RS, SM**

CIPS Code: **42.01**

Proposed Program Availability: This program will no longer be available.

Rational: Arizona State University will no longer be offering ATP degrees; they have been replaced by the Maricopa – ASU Pathways Program (MAPP).

Award/Major Code: **ATP/9202** Program Title: **Psychology (BA) - ASU West Campus**
Initiating College: **DO** Effective Last Term: **2009 Summer II**
Program Availability: **Shared by: GC, RS, PV, SM**

CIPS Code: **42.01**

Proposed Program Availability: This program will no longer be available.

Rational: Arizona State University will no longer be offering ATP degrees; they have been replaced by the Maricopa – ASU Pathways Program (MAPP).

Award/Major Code: **ATP/9103** Program Title: **Psychology (BS) - ASU Tempe (Main) Campus**
Initiating College: **DO** Effective Last Term: **2009 Summer II**
Program Availability: **Shared by: GC, PV, RS, SM**

CIPS Code: **42.0101**

Proposed Program Availability: This program will no longer be available.

Rational: Arizona State University will no longer be offering ATP degrees; they have been replaced by the Maricopa – ASU Pathways Program (MAPP).

**ATTACHMENT: APD
ACADEMIC PROGRAM DELETION: MARICOPA COMMUNITY COLLEGES
MCCCD GOVERNING BOARD DATE: 11/27/09**

Award/Major Code: **ATP/9203** Program Title: **Psychology (BS) - ASU West Campus**
Initiating College: **DO** Effective Last Term: **2009 Summer II**
Program Availability: **Shared by: GC, RS, PV, SM**

CIPS Code: **42.0101**

Proposed Program Availability: This program will no longer be available.

Rational: Arizona State University will no longer be offering ATP degrees; they have been replaced by the Maricopa – ASU Pathways Program (MAPP).

Award/Major Code: **ATP/9100** Program Title: **Social Work - ASU Tempe (Main) Campus**
Initiating College: **DO** Effective Last Term: **2009 Summer II**
Program Availability: **Shared by: GC, GW, MC, PV, SM**

CIPS Code: **44.0701**

Proposed Program Availability: This program will no longer be available.

Rational: Arizona State University will no longer be offering ATP degrees; they have been replaced by the Maricopa – ASU Pathways Program (MAPP).

Award/Major Code: **ATP/9200** Program Title: **Social Work - ASU West Campus**
Initiating College: **DO** Effective Last Term: **2009 Summer II**
Program Availability: **Shared by: GC, GW, PV, SM**

CIPS Code: **44.07**

Proposed Program Availability: This program will no longer be available.

Rational: Arizona State University will no longer be offering ATP degrees; they have been replaced by the Maricopa – ASU Pathways Program (MAPP).

Award/Major Code: **ATP/9122** Program Title: **Therapeutic Recreation - ASU Tempe (Main) Campus**
Initiating College: **DO** Effective Last Term: **2009 Summer II**
Program Availability: **Shared by: PC, SC**

CIPS Code: **51.2309**

Proposed Program Availability: This program will no longer be available.

Rational: Arizona State University will no longer be offering ATP degrees; they have been replaced by the Maricopa – ASU Pathways Program (MAPP).
