

**New Credit Program Application
Long Form (CCC-501) and Short-Form (CCC-510)
Santa Rosa Junior College**

Date proposal created or last revised: 9/19/2018

Proposed Certificate/Major Title: General Education: Intersegmental General Education Transfer Curriculum (IGETC) for CSU

Projected Program Start Date (semester and year): Fall 2019

Contact Person and Title: TBD

Contact Phone #: TBD

Contact email: TBD

Check one or more of the following (to check box, double click on the box and click “checked” option):

☐ 0.5 - 17.5 unit certificate, **not** seeking Chancellor’s Office approval (local approval required)

☐ 12 – 17.5 unit certificate, seeking Chancellor’s Office approval (recommended)

☒ 18 unit or more certificate (requires Chancellor’s Office approval)

☐ 18 unit or more CTE major, non-transferable (no articulation required, but still requires Chancellor’s Office approval)

☐ Transfer major (18 units or more) either CTE or Liberal Arts (articulation required, but still requires Chancellor’s Office approval)

☐ AA-T or AS-T transfer major following Transfer Model Curriculum (TMC) template (requires Chancellor’s Office approval)

For instructions, see page 2.

Preliminary Approval Signatures:

The signatures below indicate that **preliminary** approval has been given to submit the application and start curriculum development, as needed. The signatures below indicate that the proposed certificate or major is appropriate to mission, meets the needs of the community, meets SRJC standards for high quality, is feasible within existing resources or resource needs can be supported, and complies with all relevant Title 5 or Ed Code requirements.

Department Chair Signature: _____

Date: _____

Supervising Administrator: _____

Date: _____

Dean III Signature (if any): _____

Date: _____

SVPAAs Signature: _____

Date: _____

SVPA verification (initial): _____ EPPC Review Completed _____ AAC Review Completed

Application Date: _____



California Community Colleges

NEW CREDIT PROGRAM APPLICATION FORM

G.E. Intersegmental G.E. Transfer Curriculum (IGETC) for CSU Abe Farkas

PROPOSED PROGRAM TITLE

Santa Rosa Junior College

COLLEGE

Sonoma County Junior College District

DISTRICT

Fall 2019

PROJECTED PROGRAM START DATE

CONTACT PERSON

Senior Dean, Curr. & Ed. Support

TITLE

(707) 524-1508

PHONE NUMBER

afarkas@santarosa.edu

E-MAIL ADDRESS

GOAL(S) OF PROGRAM:

☐ CAREER TECHNICAL EDUCATION (CTE) ☒ TRANSFER ☐ OTHER

TYPE OF PROGRAM (SELECT ONLY ONE):

☐ A.A. DEGREE ☐ A.S. DEGREE ☐ AA-T DEGREE (for transfer)* ☐ AS-T DEGREE (for transfer)*

CERTIFICATE OF ACHIEVEMENT: ☒ 18+ semester (or 27+ quarter) units

☐ 12-18 semester (or 18-27 quarter) units

* The AA-T and AS-T degrees fulfill the requirements of California Education Code sections 66745-66749, also known as the Student Transfer Achievement Reform Act. See special instructions provided [here](#).

Type of change requested: Check all that apply.

Replace Existing Degree ☐
 Replace Existing Certificate of Achievement ☐
 Add New Degree ☐
 Add New Certificate of Achievement ☒
 Delete Existing Degree from an approved credit program ☐
 Delete Existing Certificate of Achievement from an approved credit program ☐

Note: to check a box double click on the box and select the "checked" option.

PLANNING SUMMARY

Recommended T.O.P. Code	4901.10	Estimated FTE Faculty Workload	1.00
Units for Degree Major or Area of Emphasis	N/A	Number of New Faculty Positions	0
Total Units for Degree	N/A	Est. Cost, New Equipment	\$0
Required Units-Certificate	37	Cost of New/Remodeled Facility	\$0
Projected Annual Completers	800	Est. Cost, Library Acquisitions	\$0
Projected Net Annual Labor Demand (CTE)	N/A	When will this program undergo review as part of college's Program Evaluation Plan?	Month <u>May</u> Year <u>2024</u>

Attachments required for this form:

- State Chancellor's Office signature page (generated by the curriculum office)
- Development Criteria Narrative & Documentation (with all attachments):
 - Labor/Job Market DATA (CTE only)
 - Employer Survey (CTE only)
 - Minutes of Key Meetings

- *Outlines of Record for all Required Courses*
- *Transfer Documentation (if applicable)*

New Credit Program Application Narrative

Criteria A. Appropriateness to Mission

1. Statement of Program Goals and Objectives:

A) The objective of the General Education Option C: Intersegmental General Education Transfer Curriculum (IGETC) for CSU Certificate of Achievement is to recognize the completion of IGETC general education transfer requirements for CSU and to further promote transferring to 4-year colleges and universities as an academic goal. The certificate offers students a two-year program of study experiences that prepares students for transfer to a California State University. The requirements and specific courses that comprise the certificate were selected based on the current IGETC general education transfer requirements.

B) Upon successful completion of this program, the student will be able to:

1. Communicate effectively, both verbally and in writing.
2. Critically analyze and solve problems.
3. Organize and present information in a logical and understandable manner.

2. Catalog Description:

The General Education Option C: Intersegmental General Education Transfer Curriculum (IGETC) for CSU Certificate of Achievement is designed for students planning to transfer to California State University (CSU). It offers students a program of study which meets IGETC general education transfer requirements.

Although the certificate recognizes the completion of IGETC general education requirements, it does not guarantee admission to a specific campus within the CSU system nor does it guarantee admission to a specific major. Some majors and colleges may require a different lower division preparation and/or a higher GPA than is necessary for this certificate. Students are strongly advised to meet with a counselor to discuss transfer requirements and lower division major preparation that is needed for their intended transfer school.

3. Program Requirements:

Key	Course and Title	Units
R	Area 1: English Communication	9
R	Area 2: Mathematical Concepts and Quantitative Reasoning	3
R	Area 3: Arts and Humanities	9
R	Area 4: Social and Behavioral Sciences	9
R	Area 5: Physical and Biological Sciences	7
Total	Minimum number of units to meet certificate requirements	37

List any special requirements in addition to above, such as work experience, internship, or examination:

Unit Summary

- Total units to complete the certificate requirements: 37
- For associate degree majors, total units that double count as GE courses: N/A
- For associate degree majors, total units minus the units that double count: N/A
- For associate degree majors, additional units of “free” electives to bring the total to 60: N/A

4. Background and Rationale:

The 6th edition of the California Community Colleges Chancellor’s Office Program and Course Approval Handbook (PCAH) on page 65 states only Associate Degrees for Transfer and Certificates of Achievement for CSU GE-Breadth or IGETC may have a Program Goal of Transfer.

This will also offer students the opportunity to receive recognition of their achievement should they transfer to a CSU without completing all of the requirements for a local degree.

Criteria B: Need

5. Enrollment and Completer Projections:

- number of sections of core courses to be offered annually: 153
- headcount of student annual enrollment in core courses: 3,500
- estimated completers at the end of the second year: 1,600
- estimated completers at the end of the fifth year: 4,000

6. Place of Program in Curriculum / Similar Programs:

SRJC currently offers three certificates of achievement acknowledging completion of a GE pattern.

7. Similar Programs at Other Colleges in the Service Area:

College of Marin – 45 miles away & Mendocino College – 65 miles away offer a UC Transfer GE pattern but not as a Certificate of Achievement

Napa Valley College – 30 miles away offers a UC General Education Certificate of Achievement

8. Labor Market Information & Analysis:

Not required, not CTE

9. Employer Survey:

Not required, not CTE

10. Explanation of Employer Relationship:

Not required, not CTE

11. List of Members of Advisory Committee Relationship:

Not required, not CTE

12. Recommendations of the Advisory Committee:

Not required, not CTE

Criteria C. Curriculum Standards

13. Sequence of Courses:

See two versions attached

14. Transfer Applicability:

All courses offered as part of this certificate are CSU transferable. ASSIST documentation shows that all of the program's courses are accepted to fulfill lower division transfer requirements, and/or general education and/or elective credit in the CSU system.

Criteria D. Adequate Resources

15. Library and/or Learning Resources Plan:

Existing resources are adequate.

16. Facilities and Equipment Plan:

Existing resources are adequate.

17. Financial Support Plan:

Existing resources are adequate.

18. Faculty Support Plan:

Existing resources are adequate.

Criteria E. Compliance

19. Model Curriculum:

This certificate is not based on model curriculum.

20. Licensing or Accreditation Standards:

No licensing or accreditation standards apply to this program.

21. Student Selection and Fees:

No additional student selection criteria are required and no additional fees apply.

Appendix A

Not required for a TMC when a similar major already exists

A.1. Enrollment: Provide data and discussion about the efficiency over the past **three** years of current courses to be used in this program (efficiency is the percentage of seats filled at first census compared to the class limit). This information can be pulled from the data mine, Facilities Mod data base. Ask you supervising administrator for assistance, if needed.

A.2. Finances: Estimate department expenses to create and implement the proposed program:

Category	New and additional* start up costs, such as coordinate application; write courses; research; meetings; staff work; new faculty or staff; new equipment or facilities; etc.	New or additional* continuing operational expenses per semester, such as cost of instruction; department support; faculty program coordination; supplies; maintenance; fees; etc.
1000 – Instructional personnel	\$0	\$0
2000 – Other personnel	\$0	\$0
3000 – Benefits	\$0	\$0
4000 – Supplies	\$0	\$0
5000 – Operations - Travel, services, telephone, etc.	\$0	\$0
6000 – Equipment	\$0	\$0
<ul style="list-style-type: none">Additional expenses might include District resources such as facilities; equipment; supplies; library resources. If applicable, include possible sources of new or additional revenue, not including FTES		

A.3 Department/Cluster Changes: Outline department or cluster programs and expenses, if any that would have to be reduced or eliminated or changed to offer the program