



## Local College Board Meeting Agenda

- **Mar 14th, 2024**
- **3:00pm - 5:30pm**
- **Daniel Technology Center 18121 Technology Dr, Culpeper, VA 22701**

1. 2:00 p.m.– 3:45 p.m. Committee Meetings

a. **Academic Affairs/Workforce/Student Success, Room 209**


Dr. Frank Cirioni, Ms. Pam Frederick, and Dr. Cheri Maea

i. Enrollment Update


ii. Asphalt Technician - CSC Program Update ..... p.17

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iii. Automotive Technology - Diesel Basic Repair - CSC - New Program..... p.20

 [Automotive Technology - Diesel Basic Repair - CSC - New Program.pdf](#)


iv. Automotive Technology - Diesel Preventative Maintenance - CSC - New Program..... p.22

 [Automotive Technology - Diesel Preventative Maintenance - CSC - New Program.pdf](#)


v. Carpentry Technician - CSC - New Program ..... p.24

 [Carpentry Technician - CSC - New Program.pdf](#)


vi. Computer Science - AS - Program Update ..... p.27

 [Computer Science - AS - Program Update.pdf](#)


vii. Construction Craft - CSC - New Program..... p.30

 [Construction Craft - CSC - New Program.pdf](#)


viii. Dental Assisting II - Expanded Dental Functions - CSC  
- Program Update ..... p.32

 [Dental Assisting II - Expanded Dental Functions - CSC - Program Update.pdf](#)

ix. Dental Assisting II - Indirect Restorative Techniques -  
CSC - Program Update ..... p.37

 [Dental Assisting II - Indirect Restorative Techniques - CSC - Program Update.pdf](#)


x. Dental Assisting II - Restorative Dental Procedures -  
CSC - Program Update ..... p.41

 [Dental Assisting II - Restorative Dental Procedures - CSC - Program Update.pdf](#)


xi. Diagnostic Medical Sonography - Echocardiography -  
AAS - New Program ..... p.45

 [Diagnostic Medical Sonography - Echocardiography - AAS - New Program.pdf](#)


xii. Education - AA&S - Program Update ..... p.50

 [Education - AA&S - Program Update.pdf](#)


xiii. Electrician Technician - CSC - Program Update..... p.54

 [Electrician Technician - CSC - Program Update.pdf](#)


xiv. Emergency Medical Services - AAS - Program Update ..... p.56

 [Emergency Medical Services - AAS - Program Update.pdf](#)


xv. **Fundamentals of Welding - CSC - New Program**..... p.60

 [Fundamentals of Welding - CSC - New Program.pdf](#)


xvi. **General Studies - AS - Program Update** ..... p.62

 [General Studies - AS - Program Update.pdf](#)


xvii. **General Technician - CSC - Program Update** ..... p.66

 [General Technician - CSC - Program Update.pdf](#)

xviii. **Health Professions Preparation - CSC - Program Update** ..... p.68

 [Health Professions Preparation - CSC - Program Update.pdf](#)


xix. **Heavy Equipment Operator - CSC - New Program**..... p.73

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xx. **HVAC Technician - CSC - Program Update** ..... p.75

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xxi. **Industrial Machinist - CSC - New Program**..... p.77

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xxii. **Industrial Maintenance Technology - CSC - Program Update**..... p.79

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xxiii. Liberal Arts - AA - Program Update ..... p.81

 [Liberal Arts - AA - Program Update.pdf](#)


xxiv. Paramedic CSC - Program Update ..... p.85

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xxv. Plumbing Technician - CSC - New Program ..... p.87

 [Plumbing Technician - CSC - New Program.pdf](#)


xxvi. Science - AS - New Program ..... p.89

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xxvii. Social Science - AS - New Program ..... p.93

 [Social Science - AS - New Program.pdf](#)


xxviii. Technical Studies -AAS - Program Update ..... p.97

 [Technical Studies -AAS - Program Update.pdf](#)


b. **Executive/Human Resources Approvals, Room 118**

Dr. Janet Gullickson, Ms. Jessica Thompson, and Ms. Veronica Curry

i. Educational Foundation Update.....p.102

 [Foundation College Board report.pdf](#)

ii. Human Resources Update .....p.105

 [Board Slides 3.24 - HR Update.pptx](#)

iii. Workforce Update .....p.112

 Workforce Update February 2024 JG.pptx

iv. Community Workforce First Fund  
<https://www.cfrrr.org/community-workforce-first-fund/>

c. **Finance/Facilities/Financial Approvals, Room 221**

Dr. John Davis, Mr. David Swanson, and Mr. Garland Fenwick

i. FY24 Local Funds Financial review 022824.....p.124

 FY24 Local Funds Financial Review 022824 (1).pdf

ii. Tuition Differential Increase Request March 2024 .....p.137

iii. Facilities Report ..... p.140

 Facilities Report\_March\_\_14\_2024\_ Meeting.docx

2. **4:00 p.m.- 4:30 p.m. Presentation**

a. Open Educational Resources - OER & Student Success.....p.151

 (Presentation) OER & Student Success - Pierce & Huff - MAR 24  
College Board Meeting.pdf

3. **4:30 p.m. Regular Meeting of the Germanna College Board**

a. Call to Order

b. Public Comment

c. **Approval of Minutes**

i. Approval of Minutes # 342, January 18, 2024.....p.9

 011824 Board Meeting Minutes Draft LP (2) JG.pdf

4. **Committee Discussion/Action**

- a. Academic Affairs/Workforce/Student Success/  
Curriculum Approvals

Ms. Wanda Stroh

- **The Academic Affairs/Workforce/Student Success Committee has reviewed the curriculum approvals and moves to accept them as presented.**

- b. Executive/Human Resources Approvals

Ms. Frankie Gilmore, Chair

- c. Finance/Facilities/ Financial Approvals

Mr. Jack Rowley

- **The Finance and Facilities Committee has reviewed the financial analysis for the eight months ending February 28<sup>th</sup>, 2024, and moves to accept the financials as presented.**

- **With Chancellor approval, the Germanna Community College is requesting that the Virginia Community College Board authorize increasing the college’s tuition differential from \$1 to \$4.10 per in-state and out-of-state credit, beginning in the 2024-25 academic year. This differential should be in addition to any other tuition increase authorized by the VCCS Board. The additional revenue will be used to provide more career and technical education offerings in the region by being more competitive in faculty recruitment salaries.**

5. Informational Items/Other Business

- a. **President's Report**

Dr. Janet Gullickson

2024-2026 Biennial Budget & Proposed Amendments .....p.142

- b. **Chair's Report**

Ms. Frankie Gilmore

c. **New Business**

6. Adjournment

## **2023-2024 Committee Appointments**

### **Executive/Human Resources**

Frankie Gilmore, Chair  
Wayne Bushrod, Vice Chair  
Sarah Berry  
Dr. Janet Gullickson, President  
Bruce Davis, Staff  
Veronica Curry, Staff

### **Finance/Facilities**

Jack Rowley, Chair  
Rev. Joy Carter Minor  
Dr. Kingsley Haynes  
Dr. John Davis, Staff  
Garland Fenwick, Staff  
David Swanson, Staff

### **Academic Affairs/Workforce/Student Success**

Wanda Stroh, Chair  
Anne Marie Anderson  
Shirley Eye  
Dr. Shashuna Gray, Staff  
Dr. Tiffany Ray, Staff



**GERMANNA COMMUNITY COLLEGE BOARD**

**January 18th, 2023**

**MEETING MINUTES # 342**

**Members Present:**

Jack Rowley  
L. Wayne Bushrod  
Ann Marie  
Anderson  
Frankie Gilmore  
Shirley Eye  
Dr. Kingsley  
Haynes  
Wanda Stroh

**Members Absent:**

Sarah Berry  
Rev. Joy Carter Minor

**Staff Present:**

Dr. Janet  
Gullickson  
Dr. Shashuna Gray  
Dr. Tiffany Ray-  
Patterson  
Dr. John Davis  
Veronica Curry  
Bruce Davis  
Michael Zitz  
Garland Fenwick  
David Swanson  
Lorraine Pendleton  
Stacy Stovall  
Taylor Landrie  
Chief Craig Branch  
Dr. Keyanna  
Hawkins  
Dr. Frank Cirioni  
Mr. Timone Brown  
Ms. Jessica  
Thompson

**Guests Present:**

## **REGULAR MEETING**

### **1. Call to Order**

Ms. Frankie Gilmore called the meeting to order at 4:32 p.m.

Dr. Frank Cirioni introduced Mr. Timone Brown, new coordinator of Student Life & Leadership.

### **2. Public Comment – None**

### **3. Approval of Minutes # 341, November 8, 2023**

Ms. Frankie Gilmore moved to approve the minutes of the November 8, 2023, meeting.

Motion was seconded by Ms. Ann Marie Anderson.

Motion carried.

## **COMMITTEE DISCUSSION/ACTION**

### **4. Academic Affairs/Workforce/Student Success**

Ms. Wanda Stroh reviewed the curriculum items. The changes proposed included:

- a) Proposed Program Changes – Business Core CSC, Business Management Degree, and Business Transfer Degree. Ms. Stroh presented the proposed program modifications, introducing a new 1-credit course, Business 299 Supervised Study. This addition aims to improve students' proficiency in advanced Excel functions, addressing the observed decline in Microsoft Excel skills among new hires in the workforce. The inclusion of this course fulfills the minimum credit requirement for a Business AA&S degree but also aligns with industry demands, providing business students with an enhanced skill set. Moreover, this adjustment has a consequential impact on the Business Transfer Degree, reducing the course credit requirement from 60 to 59 credits. The incorporation of this 1-credit course ensures compliance with the minimum credit criteria for the business degree while offering students an opportunity to acquire advanced Excel skills in line with industry standards.

Ms. Frankie Gilmore moved to approve the curriculum approvals and accept them as presented.

Motion Carried.

### **5. Executive/Human Resources**

Ms. Frankie Gilmore provided the Educational Foundation update, noting that the new financial analyst

Mr. Paul Griggs, has been working closely with Mr. David Swanson to finalize the financials for 2023. The foundation has raised a total of 3.1 million dollars for 2023 to date. She also expressed gratitude to Mr. Joe Daniels for a \$700,000 contribution and provided updates on the construction progress on the 10 & 25 Center Street location, due for a soft opening in October 2024. She thanked Bruce for his significant contributions and asked the board to consider a resolution honoring his service. Ms. Gilmore made a motion to adopt a resolution honoring Mr. Bruce Davis for his exemplary service and dedication to the college. Ms. Ann Marie Anderson seconded.

Motion carried.

Ms. Gilmore invited Ms. Jessica Thompson to discuss the upcoming Gala.

Ms. Thompson mentioned that this year's Gala will be held on February 23<sup>rd</sup> with an emphasis on Bruce's contributions to the Foundation and the importance of supporting student programs such as Gladys P Todd Academy, Germanna Cares and Early College Programs. She also mentioned that to date, the gala has raised \$57,000. Ms. Thompson discussed the various ways through which everyone can participate, from purchasing tickets to donating auction items or simply donating to the Educational Foundation through the Germanna website.

Ms. Gilmore provided the Human Resources update, noting that during the fiscal year 2022-2023 new positions were posted and filled including internal transfers and or replacements totaling 259 new employees. She discussed professional development opportunities mentioning that in 2023 there were a total of 22 webinars of professional development that are available to staff and faculty with diversity in the workplace as one of the priorities. She also mentioned that there are two new professional development opportunities for staff and administrative and professional faculty called Next Level Leadership and Future Executive Leadership in which selected individuals will be participating in specialized training that will help prepare them for the next level in their careers. She also highlighted a 10% increase in Timely Care participation totaling 205 employees enrolled.

Ms. Gilmore also mentioned that in addition to the 5% payroll increase that was issued last year Summer, all full-time employees were granted an additional 2% payroll increase that went into effect in December 2023. Additionally, there are two new positions that were created to improve the overall functionality of the HR department – Director of Talent and Acquisition and Retention and Director of HR Operations. Also, there were 180 adjunct teaching contracts issued and signed prior to the beginning of the Spring semester.

Ms. Gilmore reminded the Board that the college's Emergency Operations Plan that was introduced for discussion at the November 8<sup>th</sup> meeting for first review requires a vote. Chief Craig Branch explained that the plan needs to be revised every four years. During a college emergency the board will be notified of the emergency once Dr. Gullickson notifies the VCCS of the emergency. Chief Branch also mentioned that there were no substantial changes in the plan except for personnel changes, titles, property adjustments such as removal of the Caroline facility and adding the CTEC facility in Culpeper. The plan aligns with all our geographical locations and their local county managers.

Ms. Gilmore moved to approve the Emergency Operations Plan as approved by the Executive Committee.

Motion carried.

Ms. Frankie Gilmore invited Dr. Janet Gullickson to provide the Legislative Update

Dr. Janet Gullickson provided a legislative update, outlining the challenges and opportunities facing community colleges in Virginia. She mentioned that the Chancellor had initially been optimistic about increased funding for community colleges due to a focus on workforce development. However, the state budget did not allocate additional funds for community colleges.

Dr. Gullickson mentioned that efforts are underway to work with specific legislators to introduce supplemental funding or budget amendments to support community colleges. The original funding request was over \$400 million, but the revised ask is now around \$200 million. She highlighted the critical need for additional funding, emphasizing the rising expenses compared to revenue and the challenges of sustaining operations. Dr. Gullickson emphasized the impact of inadequate funding on workforce development and the need for support to ensure the success of community colleges.

Dr. Gullickson strongly encouraged everyone to be proactive in advocating for community colleges and engaging with legislators to address the funding challenges faced by the institution by explaining the importance of funding for community colleges. She also provided talking points for communication and encouraged emailing and calling legislators to advocate for increased funding. Dr. Gullickson also recommended visiting the legislators' offices in Richmond during the General Assembly Meeting to convey the urgency of the situation.

## **6. Finance/Facilities**

Ms. Gilmore invited Mr. Jack Rowley and Mr. David Swanson to present the financial reports.

Mr. David Swanson began by announcing that unrestricted funds and net assets witnessed a substantial increase and locality contributions, and student fees are in line with budgeted expectations. The vending budget and commissions from books from the bookstore are not trending well, which may impact future budgets somewhat. Mr. Swanson outlined significant expenditures which included debt service payment of \$393,000 for the parking garage and \$175,000 in expenses for security related to the new website. Additionally, he observed encouraging trends in investment performance which were attributed to rising interest rates. Mr. Swanson reported that \$6 million in federal government funds had been successfully received and disbursed to students primarily for Pell Grants and other essential programs. Within the plant funds, locality contributions were received and \$115,000 was earmarked for the Maintenance Reserve, ensuring ongoing facility upkeep and an additional \$150,000 was designated for the Locust Grove project. Additionally, \$1.9 million has been set aside for the Locust Grove project awaiting confirmation from Richmond to move forward with the new Locust Grove facility.

Mr. Swanson confirmed that overall, the college is in a good financial position with no distressed funds and reserves are available to weather any potential financial challenges.

Mr. Rowley invited Mr. Garland Fenwick to provide the Facilities update.

Mr. Fenwick began by announcing that the construction of the 10 & 25 Centre Street location is ongoing. He announced that following the recently signed contract between the Real Estate Foundation and the Construction team, the college issued a notice to pursue, setting a timeline of 274 calendar days for substantial completion by August 28, 2024. Mr. Fenwick discussed the operational timeline, aiming

for a soft opening in October 2024. He emphasized the goal of having five classrooms ready for use by October, with a full opening planned for that month for January 2025. Construction progress was detailed, and trades such as electrical, plumbing, and mechanical are in progress.

Additionally, the target date to vacate the Barbara J Fried facility has been set for the week of October 7<sup>th</sup> and Mr. Fenwick shared ongoing efforts with IT contractors, scheduling cabling work and involving IT staff in discussions about wall blockage for future installations. He described the overall project as advancing at a steady pace, with preparations for the delivery of furniture from Virginia Corrections, scheduled for September 30th.

Mr. Fenwick assured us of the team's commitment to meeting the January 25th deadline despite some potential delays due to the size of the project. He addressed questions that were presented.

Mr. Jack Rowley moved to approve the financial analysis for the six months ending on December 31st and to accept the financials as presented.

Motion Carried.

## **7. President's Report, Dr. Janet Gullickson**

Dr. Janet Gullickson began by reminding everyone that the deadline to submit the Conflict-of-Interest filings was February 1<sup>st</sup> and that failure to submit the report by the deadline resulted in a \$200 fine per day. Dr. Gullickson also mentioned that last academic year the college conferred approximately 1730 degrees and certificates and currently through December, issued 1570 degrees and certificates. She invited Dr. Tiffany Ray-Patterson to provide an enrollment update.

Dr. Tiffany Ray-Patterson began with a statement that current enrollment numbers are due to the recent enrollment cancellation process where students who haven't paid tuition are dropped from classes resulting in a flat headcount. However, in comparison to spring 2023, there was a 2% overall increase in regular full-time equivalents, showcasing a positive year-over-year trend. Ongoing enrollments are happening, with high demand evident at various locations especially for later starting sessions lasting 12, 7 weeks and 5 weeks. Dr. Ray-Patterson expressed optimism about reaching the enrollment goal of 5 to 7% by the end of the semester, and she emphasized a conservative approach in assessing the situation.

Dr. Gullickson noted that during Dr. Ray-Patterson's medical leave, arrangements have been made to guarantee adequate coverage for Student Services and Equity Advancement.

## **8. Chair Report**

Ms. Frankie Gilmore began by reminding everyone about the upcoming gala on February 23rd and encouraged spreading the word to friends, family, and business acquaintances. Ms. Gilmore highlighted the importance of asking for donations and expressed gratitude to Dr. Gullickson and her staff for their efforts. She also encouraged Board members to bring canned goods or coats to the next meeting to donate to the pantry. Ms. Gilmore expressed gratitude for the team's seamless execution of the Fall commencement and thanked staff and faculty for their contributions.

Additionally, Ms. Wanda Stroh acknowledged the exceptional work of Ms. JeNiqua Morris, Financial

Aid Advisor, in supporting and assisting students with enrollment challenges. She praised her for creating a comfortable and welcoming environment for students and parents to discuss their financial issues.

**9. New Business**

None.

**10. Adjournment**

The meeting adjourned at 5:35 p.m.

DRAFT

## **2023-2024 Committee Appointments**

### **Executive / Executive/Human Resources**

Ms. Frankie Gilmore, Chair  
Mr. L. Wayne Bushrod, Vice Chair  
Ms. Sarah Berry  
Dr. Janet Gullickson, Secretary  
Mr. Bruce Davis, Staff  
Ms. Veronica Curry, Staff

### **Finance/Facilities**

Mr. Jack Rowley, Chair  
Rev. Joy Carter Minor  
Dr. Kingsley Haynes  
Dr. John Davis, Staff  
Mr. Garland Fenwick, Staff  
Mr. David Swanson, Staff

### **Academic Affairs/Workforce/Student Success**

Ms. Wanda Stroh, Chair  
Ms. Ann Marie Anderson  
Ms. Shirley Eye  
Dr. Shashuna Gray, Staff  
Dr. Tiffany Ray, Staff

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Wanda Stroh, Chair  
Anne Marie Anderson  
Shirley Eye  
Dr. Shashuna Gray, Staff  
Dr. Tiffany Ray, Staff



# Asphalt Technician, Career Studies Certificate Program-221-990-07

## Program Change

### General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a change to an Acalog shared core

(Shared Core includes Science, AA&S)

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \* after importing data.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are modifying any courses within this program, please ensure a Course Change Proposal has also been submitted.

Department\*

### **Effective Year:**

Term\*

Year\*

Program Title\* Asphalt Technician, Career Studies Certificate Program-221-990-07

Program Type\*

Degree Type\*

**Program Description\*** **Purpose:** The purpose is designed to meet the need for trained asphalt technicians. This program is intended for those who wish to work as Asphalt employees or those who have just been hired as Asphalt Apprentices. It may also assist current employees with upgrading the skills necessary to support and maintain high-technology equipment.

**Occupational Objective:** Asphalt Plant Technician, Asphalt Field Technician.

**Admission Requirements:** All students will be required to demonstrate college readiness through assessment and/or transcript review and may be required to take placement tests in math, writing, and reading to aid in placing students in the appropriate courses. Students who do not meet required placement levels must enroll in developmental studies courses.

Follow these steps to propose changes to the program curriculum:

#### **Step 1**

To add new courses to the program curriculum.

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number, and Course Title.

#### **Step 2**

Click on "View Curriculum Schema". Select the core where the new course(s) should be added. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For **removing courses** click on the Delete and proceed.

Prospective Curriculum\*

### Program Requirements

SAF 130 OSHA 10 (1cr)  
BUS 116 Entrepreneurship (3cr)  
BUS 226 Computer Business Applications (3cr)  
CIV 193 Studies in (3cr)  
CIV 195 Topics in (3cr)  
CIV 196 Onsite Training (3cr)  
IND 193 Studies in Slurry Surfacing and Surface Treatment (3cr)  
IND 195 Topics in Asphalt Mix Design (3cr)

**Total Minimum Credits: 22**

**Provide the rationale for proposing this program change.\***

The Career Studies Certificates for the Technical Studies Program are designed to provide a level II CSC for students to provide a three-level stackable credential with a pathway from Non-credit to Credit. Each CSC is designed to be awarded as students complete the courses for their identified tracks. The CSC can be earned as a stand-alone credential.

### Impact of Proposed Change On (Please describe if there is an impact)

**Curriculum:** The Career Studies Certificates for the Technical Studies Program are designed to provide a level II CSC for students to provide a three-level stackable credential with a pathway from Non-credit to Credit. Each CSC is designed to be awarded as students complete the courses for their identified tracks. The CSC can be earned as a stand-alone credential. This is a previously approved CSC that has been modified based on changes in the AAS.

**Instructional Load:** None - courses are already taught in other programs and not at capacity. More technical courses will co-sit with current workforce offerings or be awarded by the CPL process.

**Scheduling:** Many of the courses will be completed through a credit for prior learning model when the students complete the required workforce certifications. The general education curriculum is transferable to the associate's degree and other programs at the college. the goal will be to develop technical cohorts for students to maximize enrollment.

**Transferability:** This program is not designed for transfer, however, the general studies courses are transferable.

**Accreditation Impact:** None

### ADMINISTRATORS ONLY

**Acalog Owner**

**Program OID**

**Status**  Active-Visible  Inactive-Hidden

**Signatures for Asphalt Technician, Career Studies Certificate Program-221-990-07**

There are no signatures required on this proposal.

# Automotive Technology: Diesel Basic Repair

Program New

## General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a new Acalog shared core

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \*.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are adding new courses to this new program, please ensure a Course New Proposal has also been submitted.

Department\* Automotive Department

### Effective Year:

Term\* Fall

Year\* 2024

Program Title\* Automotive Technology: Diesel Basic Repair

Program Type\* Career Studies Certificate

Degree Type\* Career Studies Certificate Program

**Program Description\*** **Purpose:** The curriculum is designed to meet the need for trained diesel mechanics and to introduce the fundamentals of diesel equipment repair and provide instruction in hydraulic systems, diesel engine overhaul, and tune-up and braking systems. The curriculum provides practical training and the option of on-the-job experience through cooperative education. Graduates will gain a basic background in diesel equipment technology principles

**Occupational Objectives:** Entry-level Diesel Technician

**Admission Requirements:** All students must demonstrate college readiness through transcript review or informed self-placement. Based on this review students may request or be required to enroll in prerequisite or corequisite math and/or English courses.

Follow these steps to propose courses to the new program curriculum:

#### **Step 1**

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number and Course Title.

#### **Step 2**

Click on "View Curriculum Schema" then select "Add Core". When the New Core appears, expand the Core and enter the Core Title. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For removing courses click on the Delete and proceed.

Prospective Curriculum\*

### Program Requirements

SDV 100 or 101 College Success Skills  
DSL 137 Basic Diesel Engine Systems (5cr)  
DSL 150 Mobile Hydraulics and Pneumatics (3cr)  
DSL 161 Air Brake Systems I (2cr)  
DSL 155 Heavy Duty Suspension and Service (3cr)  
DSL 162 Air Brake Systems II (2cr)

**Total Credits - 16**

Provide the rationale for proposing this new program.\*

This program is being added in partnership with NVCC and many classes will be offered through a SSDL agreement. The two CSCs will have hybrid lecture and labs with students traveling to Manassas to complete the hands-on portion of the learning. Germanna faculty and Career and Transfer Services will work to place students locally in their work-based learning opportunities.

### Impact of New Program (Please describe if there is an impact).

**Curriculum:** Courses are being added to our overall offering to accommodate this program but will initially be taught in a hybrid format.

**Instructional Load:** Germanna may add one adjunct faculty member to oversee the didactic portions of instruction or we may solely use faculty from NVCC in a hybrid format.

**Scheduling:** There will be no impact to scheduling at this time.

**Transferability:** This CSC is not designed to transfer but will be built into the technical studies AAS at Germanna.

**Accreditation Impact:** None

Is this Program part of the VCCS Portfolio? \*  Yes  No

### ADMINISTRATORS ONLY

Aalog Owner

Status  Active-Visible  Inactive-Hidden

# Automotive Technology: Diesel Preventative Maintenance

Program New

## General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a new Acalog shared core

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \*.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are adding new courses to this new program, please ensure a Course New Proposal has also been submitted.

Department\* Automotive Department

### Effective Year:

Term\* Fall

Year\* 2024

Program Title\* Automotive Technology: Diesel Preventative Maintenance

Program Type\* Career Studies Certificate

Degree Type\* Career Studies Certificate Program

**Program Description\*** **Purpose:** The curriculum is designed to enhance the skills necessary to service and repair diesel equipment. The courses included in this program will train students in the servicing and repair of diesel engines, electrical systems, transmission, and preventative maintenance inspection (PMI). The curriculum provides practical training and the option of on-the-job experience through cooperative education. Graduates will have a background in advanced diesel equipment technology principles and some business skills. Students should ideally complete the Diesel Repair Technology career studies certificate before enrolling in this program.

**Occupational Objectives:** Entry-level Diesel Technician, Shop Supervisor

**Admission Requirements:** All students must demonstrate college readiness through transcript review or informed self-placement. Based on this review students may request or be required to enroll in prerequisite or corequisite math and/or English courses.

Follow these steps to propose courses to the new program curriculum:

#### **Step 1**

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number and Course Title.

#### **Step 2**

Click on "View Curriculum Schema" then select "Add Core". When the New Core appears, expand the Core and enter the Core Title. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For removing courses click on the Delete and proceed.

Prospective Curriculum\*

### Program Requirements

**BUS 116 Entrepreneurship (3cr)**  
**DSL 135 Introduction to Diesel Technology (3cr)**  
**DSL 143 Diesel Truck Electrical Systems (4cr)**  
**DSL 145 Medium/Heavy Duty Truck Preventative Maintenance Inspection (3cr)**  
**DSL 153 Power Trains I (3cr)**

**Total Credits - 19**

Provide the rationale for proposing this new program.\*

This program is being added in partnership with NVCC and many classes will be offered through a SSDL agreement. The two CSCs will have hybrid lecture and labs with students traveling to Manassas to complete the hands-on portion of the learning. Germanna faculty and Career and Transfer Services will work to place students locally in their work-based learning opportunities.

### Impact of New Program (Please describe if there is an impact).

**Curriculum:** Courses are being added to our overall offering to accommodate this program but will initially be taught in a hybrid format.

**Instructional Load:** Germanna may add one adjunct faculty member to oversee the didactic portions of instruction or we may solely use faculty from NVCC in a hybrid format.

**Scheduling:** There will be no impact to scheduling at this time.

**Transferability:** This CSC is not designed to transfer but will be built into the technical studies AAS at Germanna.

**Accreditation Impact:** None

Is this Program part of the VCCS Portfolio?  Yes  No

### ADMINISTRATORS ONLY

**Acalog Owner**

**Status**  Active-Visible  Inactive-Hidden

# Carpentry Technician, CSC

Program New

## General Catalog Information

### \*\*Read before you begin\*\*

Select *Program* below, unless proposing a new Acalog shared core

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \*.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are adding new courses to this new program, please ensure a Course New Proposal has also been submitted.

Department\*

#### Effective Year:

Term\*

Year\*

Program Title\*

Program Type\*

Degree Type\*

**Program Description\*** **Purpose:** This program is designed to provide job skills necessary for employment as an entry-level carpentry technician. Special emphasis is placed on tools and materials used in construction.

**Occupational Objective:** Entry Level Carpenter, Roughing Carpenter

**Admissions Requirements:** All students will be required to demonstrate college readiness through transcript review or informed self-placement. Based on this review students may request or be required to enroll in prerequisite or corequisite math and/or English courses.

Follow these steps to propose courses to the new program curriculum:

#### **Step 1**

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number and Course Title.

#### **Step 2**

Click on "View Curriculum Schema" then select "Add Core". When the New Core appears, expand the Core and enter the Core Title. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For removing courses click on the Delete and proceed.



Prospective Curriculum\*

### Program Requirements

SAF 130 OSHA 10 (1cr)  
BUS 116 Entrepreneurship (3cr)  
BUS 226 Business Computer Applications (3cr)  
BLD 131 Carpentry Framing I - 5cr  
BLD 132 Carpentry Framing II (5cr)  
BLD 133 Carpentry Framing III (5cr)

**Total Minimum Credits - 22**

Provide the rationale for proposing this new program.\*

The Career Studies Certificates for the Technical Studies Program are designed to provide a level II CSC for students to provide a three-level stackable credential with a pathway from Non-credit to Credit. Each CSC is designed to be awarded as students complete the courses for their identified tracks. The CSC can be earned as a stand-alone credential.

### Impact of New Program (Please describe if there is an impact).

**Curriculum:** The career studies certificates align with the Associate of Applied Science Technical Studies degree and general technician CSC. The courses are stacked into the AAS seamlessly and all credits in the track and the CSC are incorporated into the AAS. The CSC can be awarded as an interim credential for students on the pathway to a degree.

**Instructional Load:** None - courses are already taught in other programs and not at capacity. More technical courses will co-sit with current workforce offerings or be awarded by the CPL process.

**Scheduling:** Many of the courses will be completed through a credit for prior learning model when the students complete the required workforce certifications. The general education curriculum is transferable to the associate's degree and other programs at the college. the goal will be to develop technical cohorts for students to maximize enrollment.

**Transferability:** This program is not designed for transfer, however, the general studies courses are transferable.

**Accreditation Impact:** None

Is this Program part of the VCCS Portfolio? \*  Yes  No

### ADMINISTRATORS ONLY

Acalog Owner

Status  Active-Visible  Inactive-Hidden

**Signatures for Carpentry Technician, CSC**

There are no signatures required on this proposal.

# Computer Science

zz 2022-2023 Program New

## General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a new Acalog shared core

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \*.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are adding new courses to this new program, please ensure a Course New Proposal has also been submitted.

Department\* Information Systems Technology Department

### Effective Year:

Term\* Fall

Year\* 2024

Program Title\* Computer Science

Program Type\* Major

Degree Type\* Associate of Science

### Program Description\*

The curriculum is primarily designed for students who wish to transfer to a four-year college or university to complete a baccalaureate degree in Computer Science, the curriculum emphasizes the study of the science of computing and the use of computing in a scientific setting. Upon completion of the program, students will have obtained the basic knowledge and skills that will enable them to understand the underlying structure of computers and how to implement processes.

Follow these steps to propose courses to the new program curriculum:

#### Step 1

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number and Course Title.

#### Step 2

Click on "View Curriculum Schema" then select "Add Core". When the New Core appears, expand the Core and enter the Core Title. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For removing courses click on the Delete and proceed.

### Associate Degree Requirements

Associate Degree Requirements

|  |   |
|--|---|
| [Before] Student Development (1cr)<br>SDV 100 College Success Skills   |   |
| [Before] English (6cr)<br>ENG 111 College Composition I<br>ENG 112 College Composition II  |   |
| [Before] Humanities (6cr)<br>PHI 100 Introduction to Philosophy  |   |
| [Before] OR<br>PHI 111 Logic I   |   |
| [Before] OR<br>PHI 220 Ethics  |   |
| [Before] AND<br>[After] Any course from ART, ENG (Literature), HUM, MUS, or REL (Recommend Approved Passport Course)   | 3 |
| [Before] Social Science (6cr)<br>[Before] Any HIS course from approved Transfer Elective List or any History Passport Course                                   | 3 |
| [After] Any course from ECO, GEO, PLS, PSY, or SOC from approved Transfer Elective List or any Social Science Passport Course                                  | 3 |
| [Before] Lab Science<br>BIO 101 General Biology I  |   |
| [After] OR<br>CHM 111 General Chemistry I  |   |
| [After] OR<br>PHY 241 University Physics I   |   |
| [After] OR<br>GOL 105 Physical Geology   |   |
| [After] OR<br>GOL 106 Historical Geology   |   |
| [Before] Math<br>MTH 263 Calculus I  |   |
| [After] Math (3cr)<br>MTH 245 Statistics I   |   |
| [Before] OR<br>MTH 264 Calculus II   |   |
| [Left] Transfer Electives (7-10cr)<br>Students advised to consult Transfer Guides and advisors for selection.  |   |
| [Before] Additional Science as shown above OR<br>PHY 242 University Physics II   |   |
| [Before] Additional Math as shown above OR<br>MTH 161 Precalculus I<br>MTH 162 Precalculus II<br>MTH 167 Precalculus with Trigonometry<br>MTH 265 Calculus III |   |
| [Before] Engineering Courses<br>EGR 121 Foundations of Engineering<br>EGR 122 Engineering Design   |   |
| [Before] Communication (3cr)<br>CST 100 Principles of Public Speaking  |   |
| [After] OR<br>CST 110 Introduction to Human Communication  |   |
| [Left] Foreign Language (Recommend Approved Passport Course)   |   |

### CSC Core

Core Specific courses

- CSC 205 Computer Organization
- CSC 208 Introduction to Discrete Structure
- CSC 221 Introduction to Problem Solving and Programming
- CSC 222 Object-Oriented Programming
- CSC 223 Data Structures and Analysis of Algorithms

Provide the rationale for proposing this new program.\* This program has been developed and approved through the TransferVA initiative.

**Impact of New Program (Please describe if there is an impact).**

- Curriculum:** None - this program will replace the existing Computer Science specialization under the Science AA&S degree.
- Instructional Load:** No changes.
- Scheduling:** No changes

**Transferability:** This program has been developed by TransferVA efforts to facilitate direct transfer to public 4 year institutions in Virginia.

**Accreditation Impact:** No change

**Is this Program part of the VCCS Portfolio?\***  Yes  No

**ADMINISTRATORS ONLY**

**Acalog Owner**

**Status**  Active-Visible  Inactive-Hidden

# Construction Craft Technician

Program New

## General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a new Acalog shared core

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \*.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are adding new courses to this new program, please ensure a Course New Proposal has also been submitted.

Department\*

### **Effective Year:**

Term\*

Year\*

Program Title\* Construction Craft Technician

Program Type\*

Degree Type\*

**Program Description\*** **Purpose:** This program is designed to meet the need for an entry-level Craft Worker. This program is intended for those who wish to work in the construction trade or those who have just been hired as an entry-level craft laborer. It may also assist current employees with upgrading the skills necessary to support construction journey workers.

**Occupational Objective:** Craft Laborer. Craft Journeyman

**Admission Requirements:** All students will be required to demonstrate college readiness through assessment and/or transcript review and may be required to take placement tests in math, writing, and reading to aid in placing students in the appropriate courses. Students who do not meet required placement levels must enroll in developmental studies courses.

Follow these steps to propose courses to the new program curriculum:

#### **Step 1**

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculog Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number and Course Title.

#### **Step 2**

Click on "View Curriculum Schema" then select "Add Core". When the New Core appears, expand the Core and enter the Core Title. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For removing courses click on the Delete and proceed.

Prospective Curriculum\*

### Program Requirements

SAF 130 OSHA 10 (1cr)  
BUS 116 Entrepreneurship (3cr)  
BUS 226 Computer Business Applications (3cr)  
BLD 101 Construction Management I (3cr)  
BLD 102 Construction Management II (3cr)  
BLD 125 Introduction to Carpentry Trades (3cr)  
BLD 135 Building Construction Carpentry (3cr)  
BLD 187 Structure Completion (3cr)

**Total Credits - 22**

Provide the rationale for proposing this new program.\*

The Construction Craft Technician CSC will be added to provide the level II CSC for students who wish to work in this field. This will allow students who chose this track within the Technical Studies program to earn the Level II CSC upon completion of the track.

### Impact of New Program (Please describe if there is an impact)

**Curriculum:** None - Courses are already offered as part of the existing curriculum and do not run at capacity. Additionally, the BLD courses will most likely be completed with credit for prior learning and/or co-sit with the workforce courses. Necessary courses have already been approved by the curriculum committee.

**Instructional Load:** None - Courses are already offered as part of the existing curriculum and do not run at capacity. Additionally, the BLD courses will most likely be completed with credit for prior learning and/or co-sit with the workforce courses.

**Scheduling:** No impact - students will be using primarily credit for prior learning and existing business courses.

**Transferability:** This program is not designed to transfer

**Accreditation Impact:** None

Is this Program part of the VCCS Portfolio? \*  Yes  No

### ADMINISTRATORS ONLY

Acalog Owner

Status  Active-Visible  Inactive-Hidden

# Dental Assisting II – Expanded Functions Dental Assisting, Career Studies Certificate-221-120-07

## Program Change

### General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a change to an Acalog shared core

(Shared Core includes Science, AA&S)

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \* after importing data.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are modifying any courses within this program, please ensure a Course Change Proposal has also been submitted.

Department\*

### **Effective Year:**

Term\*

Year\*

Program Title\* Dental Assisting II – Expanded Functions Dental Assisting, Career Studies Certificate-221-120-07

Program Type\*

Degree Type\*



**Program Description\***

Germanna Community College offers a Career Studies Certificate in Expanded Functions Dental Assisting. The program consists of a combination of traditional and clinical learning modalities. The curriculum is designed to prepare certified dental assistants to serve in a dynamic and growing health profession as valuable members of the Dental Health team in accordance with the Virginia Board of Dentistry.

**Admission Requirements:** All students will be required to demonstrate college readiness through transcript review or informed self-placement. Based on this review students may request or be required to enroll in prerequisite or corequisite math and/or English courses. This program is restricted to students who are certified dental assistants recognized by the Dental Assisting National Board. Applicants must provide evidence of a Division of Nursing and Health Technologies approved criminal history report and all applicable credentials for review with the dental application. Applicants are responsible for fees associated with this report. Applicants who have committed a felony/misdemeanor may not be offered admission. Applicants who have a drug or alcohol-related offense will be disqualified.

Graduates of this Restorative Dental Functions Program will receive a Career Studies Certificate in Restorative Dental Functions. After successful completion of the program and national dental assisting board examinations, the student will be eligible for entry into the profession as a Dental Assistant II.

**Program Goals:**

1. Graduates will demonstrate competency in ethics, values, skills and knowledge of dental assisting practice.
2. Graduates will increase the efficiency and efficacy of dental care in the private and public dental practice, associated industries, and through community service.
3. Graduates will demonstrate a commitment to professional development and life-long learning in the dental profession.
4. Graduates will practice as a fully functioning Dental Assistant II as defined by the Virginia Board of Dentistry.

**Student Learning Outcomes:**

1. Students will demonstrate an understanding and implementation of aseptic technique.
2. Students will understand the purpose of and apply the use of dental materials and instruments during general and specialty dental procedures.
3. Students will demonstrate an understanding of the ethical values defined by the American Dental Assistants' Association and comply with federal and state laws and regulations.
4. Students will competently place direct restorations.
5. Students will function as an expanded functions dental assistant as it pertains to indirect dental restorations.

**Purpose:** The curriculum is designed to prepare selected students to serve in a dynamic and growing health profession as valuable members of the Dental Health team. Upon completion of the program, the student will be able to register as a Dental Assistant II with the Virginia Board of Dentistry.

**Transfer Information:** Although transfer is not the primary purpose of a certificate program, GCC credits may transfer to other associate degree programs and/or senior institutions. Students interested in transfer should contact a counselor or their faculty advisor early in their program.

**Essential Dental Assisting Functions:** To successfully complete the Program, the student must be able to perform all of the essential functions of a dental assistant:

1. Students must possess eye/hand coordination, sufficient motor function, strength, and endurance with both hands and arms, as well as utilize digital fine motor skills to deliver patient care for varying lengths of time throughout the day.
2. Students must have the ability to tolerate frequent hand washing and/or use of disinfectants including hand-sanitizing agents. Additionally, students must have the ability to wear protective gloves when indicated.
3. Students must have the ability to perform single provider CPR in the management of a patient during an emergency.
4. Students must possess the physical capacity to participate in required laboratory, preclinical, and clinical experiences, as well as lift and operate equipment with necessary strength and dexterity.
5. Students must possess the capacity to participate in administrative duties related to the dental assisting profession.
6. Students must have the ability to utilize auditory and sensory perception sufficient to monitor and assess patient needs.
7. Students must possess normal or corrected visual ability in order to assess oral health conditions and perform clinical procedures on patients.
8. Students must be able to communicate in person and via electronic devices by effective use of the English language.
9. Students must comply with the Code Ethics and bylaws as defined by the American Dental Assistants' Association and the statutes and regulations associated with the Commonwealth of Virginia Dental Practice Act.

Despite the foregoing, a qualified person with a disability who can perform these essential functions with reasonable accommodation will be considered for admission along with other qualified applicants.

**Occupational Objectives:** This program is designed to provide essential technological and practical knowledge required for a Dental Assistant II to perform efficiently in a dental office. Training experiences in nearby dental clinics and private dental offices are provided. Students may be required to complete learning activities in their place of employment.

**General Admission Requirements:** Applicant selection into the Dental Assisting Program is selective and competitive. Twelve students are admitted annually at the Germanna site. For more information on the application process, students should visit the [department website](#) or call the department office at (540) 423- 9823 or (540) 423-9833. To qualify to apply to the Dental Assisting Certificate Program, all interested students must complete the following:

- An application to Germanna Community College
- Have on file with Enrollment Services a High School or Home School Diploma or GED
- Be a Certified Dental Assistant recognized by the Dental Assistant National Board.
- The number of qualified applicants offered admission to the dental assisting program may be contingent upon the space available in the classrooms and dental laboratories, the program's access to sufficient clinical spaces in the region's healthcare settings in order to meet the program's learning outcomes, and the number of qualified dental assisting faculty to teach the students in classrooms, labs, and clinical settings.

**Additional Admission Requirements/Recommendations:** Students may be required to repeat courses or to complete evaluative testing for credits earned more than ten years ago.

**Special Program Requirements:** The Commonwealth of Virginia Board of Dentistry reserves the right to deny licensure to any candidate who has been convicted of a crime involving moral turpitude or the use of drugs or alcohol to the extent that such use renders him/her unsafe to practice dental assisting. Any applicant who has been found guilty of a misdemeanor or felony must consult with the Dental Assisting Program Director prior to admission.

Germanna Community College complies with all recommendations and requirements issued by the Centers for Disease Control (CDC) and the Occupational Safety & Health Administration (OSHA). Any prospective students interested in receiving a copy of the program's policies on bloodborne pathogens should contact the Program Director at 540-423-9823 or [mmesimer@germanna.edu](mailto:mmesimer@germanna.edu).

**Responsibilities of Dental Assisting II Students:** The following are responsibilities of students in the Dental Assisting Program:

1. To prepare students for the high ethical standards of the health professions, the College expects absolute academic integrity both in the classroom and in clinical practice. Therefore, cheating, attempting to cheat, plagiarizing, lying, stealing academic work which includes secured tests or related materials, submitting papers purchased or written by others, or failing to report an occurrence of academic dishonesty or any violation of this honor code may

subject the student to the College's disciplinary procedures as defined in the GCC Student Handbook.

2. Students in dental assisting program incur a variety of expenses in addition to college tuition and fees. These include, but are not limited to, the cost of uniforms, accessories, and travel to clinical assignments. Students are also responsible for testing fees.
3. A strict dress code is required in the clinical setting. Students may be dismissed if they fail to comply with this dress code.
4. The College reserves the right to require students to obtain and maintain at their own expense liability/malpractice insurance with a carrier authorized to transact such business in the Commonwealth of Virginia. Whether or not insurance appropriate to the program is required, students are encouraged to carry such insurance on their own.
5. Students are required to complete learning experiences at local clinics, private offices, and/or other community-based agencies. Students may be required to attend both day and/or evening clinical assignments.
6. Students must provide their own transportation to clinical assignments. Strict attendance is required at clinical sites.
7. Students may utilize the resources of the assigned clinical affiliate, at the discretion of the assigned clinical affiliate, for emergency medical treatment for injuries or illness that may occur during the time period when students are assigned to the health care facility. The student is responsible for any expenses incurred for this treatment.
8. Students must comply with all clinical contract protocols including immunization requirements, drug screening and background checks.
9. Students must keep their CPR certifications current.
10. While enrolled in clinical courses, students may not replace or take the responsibility of "qualified" staff in affiliated facilities. However, after demonstrating proficiency, students may be permitted to perform specified procedures under careful supervision. Students may be employed in clinical facilities outside regular education hours provided that such work does not interfere with academic responsibilities. The work must be non-compulsory and subject to employee regulations. Any exception must have the approval of the Dean of Nursing and Health Technologies. Unless formally employed by the clinical site or the College, students are not covered under OSHA regulations or worker's compensation laws.
11. Students are expected to demonstrate professional behavior consistent with standards associated with health care practitioners.

**Continuation Requirements for Dental Assisting II Students:** The following continuation requirements govern students in the Dental Assisting Program:

1. Each course in the program major must be completed with a grade of "C" or better before taking the next course in the sequence and to satisfy graduation requirements, unless waived by the Division Dean upon the recommendation of the Program Director.
2. All courses in the major must be taken in the sequence prescribed in the GCC Catalog, unless otherwise approved by the Program Director.
3. To pass a course students must successfully complete both the didactic (classroom) and the clinical/lab requirements.
4. Program faculty and clinical affiliates reserve the right to recommend, through appropriate channels, withdrawal of any student who exhibits unsafe performance or non-adherence to prescribed clinical affiliate policies and procedures.
5. Satisfactory physical and mental health must be maintained for continuance in the program. Applicants must be free of any physical and/or mental condition that might adversely affect their acceptance or performances in the program. The College reserves the right to require medical examinations and drug testing to verify continuing compliance. Students with pre-existing physical and/or mental conditions which might adversely affect performance in the program who do not self-disclose this information are subject to dismissal from the program.
6. Students with criminal convictions who do not self-disclose this information are subject to dismissal from the program.

**Program Re-Enrollment Requirements for Dental Assisting II Students**

Any student who has voluntarily withdrawn or who has been withdrawn due to unsatisfactory academic or clinical performance may apply for re-admission the following academic year. Any student who has voluntarily withdrawn or who has been withdrawn due to ethical violations or criminal actions may not reapply to the program. Acceptance will be based upon space availability, successful fulfillment of any contingencies agreed to in writing at the time of withdrawal, and Program Director approval. An interview and medical examination may be required.

Follow these steps to propose changes to the program curriculum:

**Step 1**

To add new courses to the program curriculum.

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculog Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number, and Course Title.

**Step 2**

Click on "View Curriculum Schema". Select the core where the new course(s) should be added. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For removing courses click on the Delete and proceed.

**Program Requirements/Suggested Scheduling:**

**First Semester**

DNA 103 Introduction to Oral Health  
DNA 108 Dental Science  
DNA 110 Dental Materials

**Total Credits: 7**

**Second Semester**

DNA 214 Indirect Restoration Techniques

**Total Credits: 3**

**Third Semester**

DNA 212 Composite Resin Restorations: Placing and Shaping

**Total Credits: 3**

**Fourth Semester**

DNA 210 Amalgam Restorations: Placing, Packing, Carving, and Polishing

**Total Credits: 3**

**Total Minimum Credits: 16**

**Provide the rationale for proposing this program change.\*** The change for this program is an alignment of the name to better reflect the intended outcome of the program.

**Impact of Proposed Change On (Please describe if there is an impact).**

**Curriculum:** There is no impact to Curriculum

**Instructional Load:** No Impact

**Scheduling:** No Impact

**Transferability:** No Impact

**Accreditation Impact:** No Impact

**ADMINISTRATORS ONLY**

**Aalog Owner**

Health Science Pathway

**Program OID**

**Status**  Active-Visible  Inactive-Hidden

# Dental Assisting II – Indirect Restorative Techniques and Procedures, Career Studies Certificate-221-120-06

## Program Change

### General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a change to an Acalog shared core

(Shared Core includes Science, AA&S)

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \* after importing data.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are modifying any courses within this program, please ensure a Course Change Proposal has also been submitted.

Department\*

### **Effective Year:**

Term\*

Year\*

Program Title\* Dental Assisting II – Indirect Restorative Techniques and Procedures, Career Studies Certificate-221-120-06

Program Type\*

Degree Type\*

**Program Description\***

Germanna Community College offers a Career Studies Certificate in Indirect Restorative Techniques. The program consists of a combination of traditional and clinical learning modalities. The curriculum is designed to prepare certified dental assistants to serve in a dynamic and growing health profession as valuable members of the Dental Health team in accordance with the Virginia Board of Dentistry. The program is also designed to accommodate those students who wish to advance to the Career Studies Certificate in Expanded Dental Assisting.

**Admission Requirements:** All students will be required to demonstrate college readiness through assessment and/or transcript review and may be required to take placement tests in math, writing, and reading to aid in placing students in the appropriate courses. Students who do not meet required placement levels must enroll in learning support courses. This program is restricted to students who are certified dental assistants recognized by the Dental Assisting National Board. Applicants must provide evidence of a Division of Nursing and Health Technologies approved criminal history report and all applicable credentials for review with the dental application. Applicants are responsible for fees associated with this report. Applicants who have committed a felony/misdemeanor may not be offered admission. Applicants who have a drug or alcohol-related offense will be disqualified.

Graduates of this Restorative Dental Functions Program will receive a Career Studies Certificate in Restorative Dental Functions. After successful completion of the program and national dental assisting board examinations, the student will be eligible for entry into the profession as a Dental Assistant II.

**Program Goals:**

1. Graduates will demonstrate competency in ethics, values, skills and knowledge of dental assisting practice.
2. Graduates will increase the efficiency and efficacy of dental care in the private and public dental practice, associated industries, and through community service.
3. Graduates will demonstrate a commitment to professional development and life-long learning in the dental profession.
4. Graduate will practice as a Dental Assistant II as defined by the Virginia Board of Dentistry registered in indirect restorative techniques.

**Student Learning Outcomes:**

1. Students will demonstrate an understanding an implementation of aseptic technique.
2. Students will understand the purpose of and apply the use of dental materials and instruments during general and specialty dental procedures.
3. Students will demonstrate an understanding of the ethical values defined by the American Dental Assistants' Association and comply with federal and state laws and regulations
4. Students will function as an expanded functions dental assistant as it pertains to indirect dental restorations.

**Purpose:** The curriculum is designed to prepare selected students to serve in a dynamic and growing health profession as valuable members of the Dental Health team. Upon completion of the program, the student will be able to register as a Dental Assistant II with the Virginia Board of Dentistry.

**Transfer Information:** Although transfer is not the primary purpose of a certificate program, GCC credits may transfer to other associate degree programs and/or senior institutions. Students interested in transfer should contact a counselor or their faculty advisor early in their program.

**Essential Dental Assisting Functions:** To successfully complete all components of the Program, the student must be able to perform all of the essential functions of a dental assistant:

1. Students must possess eye/hand coordination, sufficient motor function, strength, and endurance with both hands and arms, as well as utilize digital fine motor skills to deliver patient care for varying lengths of time throughout the day.
2. Students must have the ability to tolerate frequent hand washing and/or use of disinfectants including hand-sanitizing agents. Additionally, students must have the ability to wear protective gloves when indicated.
3. Students must have the ability to perform single provider CPR in the management of a patient during an emergency.
4. Students must possess the physical capacity to participate in required laboratory, preclinical, and clinical experiences, as well as lift and operate equipment with necessary strength and dexterity.
5. Students must possess the capacity to participate in administrative duties related to the dental assisting profession.
6. Students must have the ability to utilize auditory and sensory perception sufficient to monitor and assess patient needs.
7. Students must possess normal or corrected visual ability in order to assess oral health conditions and perform clinical procedures on patients.
8. Students must be able to communicate in person and via electronic devices by effective use of the English language.
9. Students must comply with the Code Ethics and bylaws as defined by the American Dental Assistants' Association and the statutes and regulations associated with the Commonwealth of Virginia Dental Practice Act.

Despite the foregoing, a qualified person with a disability who can perform these essential functions with reasonable accommodation will be considered for admission along with other qualified applicants.

**Occupational Objectives:** This program is designed to provide essential technological and practical knowledge required for a Dental Assistant II to perform efficiently in a dental office. Training experiences in nearby dental clinics and private dental offices are provided. Students may be required to complete learning activities in their place of employment.

**General Admission Requirements:**

- An application to Germanna Community College
- Have on file with Admissions and Records a High School or Home School Diploma or GED
- Be a Certified Dental Assistant recognized by the Dental Assistant National Board.
- The number of qualified applicants offered admission to the dental assisting program may be contingent upon the space available in the classrooms and dental laboratories, the program's access to sufficient clinical spaces in the region's healthcare settings in order to meet the program's learning outcomes, and the number of qualified dental assisting faculty to teach the students in classrooms, labs, and clinical settings.

**Additional Admission Requirements/Recommendations:** Students may be required to repeat courses or to complete evaluative testing for credits earned more than ten years ago.

**Special Program Requirements:** The Commonwealth of Virginia Board of Dentistry reserves the right to deny licensure to any candidate who has been convicted of a crime involving moral turpitude or the use of drugs or alcohol to the extent that such use renders him/her unsafe to practice dental assisting. Any applicant who has been found guilty of a misdemeanor or felony must consult with the Dental Assisting Program Director prior to admission.

Germanna Community College complies with all recommendations and requirements issued by the Centers for Disease Control (CDC) and the Occupational Safety & Health Administration (OSHA). Any prospective students interested in receiving a copy of the program's policies on bloodborne pathogens should contact the Program Director at 540-423-9823 or [mmesimer@germanna.edu](mailto:mmesimer@germanna.edu).

**Responsibilities of Dental Assisting II Students:** The following are responsibilities of students in the Dental Assisting Program:

1. To prepare students for the high ethical standards of the health professions, the College expects absolute academic integrity both in the classroom and in

clinical practice. Therefore, cheating, attempting to cheat, plagiarizing, lying, stealing academic work which includes secured tests or related materials,

submitting papers purchased or written by others, or failing to report an occurrence of academic dishonesty or any violation of this honor code may subject the student to the College's disciplinary procedures as defined in the GCC Student Handbook.

2. Students in dental assisting program incur a variety of expenses in addition to college tuition and fees. These include, but are not limited to, the cost of uniforms, accessories, and travel to clinical assignments. Students are also responsible for testing fees.
3. A strict dress code is required in the clinical setting. Students may be dismissed if they fail to comply with this dress code.
4. The College reserves the right to require students to obtain and maintain at their own expense liability/malpractice insurance with a carrier authorized to transact such business in the Commonwealth of Virginia. Whether or not insurance appropriate to the program is required, students are encouraged to carry such insurance on their own.
5. Students are required to complete learning experiences at local clinics, private offices, and/or other community-based agencies. Students may be required to attend both day and/or evening clinical assignments.
6. Students must provide their own transportation to clinical assignments. Strict attendance is required at clinical sites.
7. Students may utilize the resources of the assigned clinical affiliate, at the discretion of the assigned clinical affiliate, for emergency medical treatment for injuries or illness that may occur during the time period when students are assigned to the health care facility. The student is responsible for any expenses incurred for this treatment.
8. Students must comply with all clinical contract protocols including immunization requirements, drug screening and background checks.
9. Students must keep their CPR certifications current.
10. While enrolled in clinical courses, students may not replace or take the responsibility of "qualified" staff in affiliated facilities. However, after demonstrating proficiency, students may be permitted to perform specified procedures under careful supervision. Students may be employed in clinical facilities outside regular education hours provided that such work does not interfere with academic responsibilities. The work must be non-compulsory and subject to employee regulations. Any exception must have the approval of the Dean of Nursing and Health Technologies. Unless formally employed by the clinical site or the College, students are not covered under OSHA regulations or worker's compensation laws.
11. Students are expected to demonstrate professional behavior consistent with standards associated with health care practitioners.

**Continuation Requirements for Dental Assisting II Students:** The following continuation requirements govern students in the Dental Assisting Program:

1. Each course in the program major must be completed with a grade of "C" or better before taking the next course in the sequence and to satisfy graduation requirements, unless waived by the Division Dean upon the recommendation of the Program Director.
2. All courses in the major must be taken in the sequence prescribed in the GCC Catalog, unless otherwise approved by the Program Director.
3. To pass a course students must successfully complete both the didactic (classroom) and the clinical/lab requirements.
4. Program faculty and clinical affiliates reserve the right to recommend, through appropriate channels, withdrawal of any student who exhibits unsafe performance or non-adherence to prescribed clinical affiliate policies and procedures.
5. Satisfactory physical and mental health must be maintained for continuance in the program. Applicants must be free of any physical and/or mental condition that might adversely affect their acceptance or performances in the program. The College reserves the right to require medical examinations and drug testing to verify continuing compliance. Students with pre-existing physical and/or mental conditions which might adversely affect performance in the program who do not self-disclose this information are subject to dismissal from the program.
6. Students with criminal convictions who do not self-disclose this information are subject to dismissal from the program.

**Program Re-Enrollment Requirements for Dental Assisting II Students**

Any student who has voluntarily withdrawn or who has been withdrawn due to unsatisfactory academic or clinical performance may apply for re-admission the following academic year. Any student who has voluntarily withdrawn or who has been withdrawn due to ethical violations or criminal actions may not reapply to the program. Acceptance will be based upon space availability, successful fulfillment of any contingencies agreed to in writing at the time of withdrawal, and Program Director approval. An interview and medical examination may be required.

Follow these steps to propose changes to the program curriculum:

**Step 1**

To add new courses to the program curriculum.

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculog Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number, and Course Title.

**Step 2**

Click on "View Curriculum Schema". Select the core where the new course(s) should be added. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For removing courses click on the Delete and proceed.

Prospective Curriculum\*

**Program Requirements/Suggested Scheduling:**

**First Five**

DNA 103 Introduction to Oral Health  
DNA 108 Dental Science  
DNA 110 Dental Materials

**Total Credits: 7**

**Second Semester**

DNA 214 Indirect Restoration Techniques

**Total Credits: 3**

**Total Minimum Credits: 10**

Provide the rationale for proposing this program change.\* This is a change of the program name only to better align with the industry and with the intended outcomes of the program.

**Impact of Proposed Change On (Please describe if there is an impact).**

**Curriculum:** No Impact

**Instructional Load:** No Impact

**Scheduling:** No Impact

**Transferability:** No Impact

**Accreditation Impact:** No Impact

**ADMINISTRATORS ONLY**

**Acalog Owner**

**Program OID**

**Status**  Active-Visible  Inactive-Hidden



# Dental Assisting II – Restorative Dental Procedures, Career Studies Certificate Program-221-120-05

## Program Change

### General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a change to an Acalog shared core

(Shared Core includes Science, AA&S)

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \* after importing data.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are modifying any courses within this program, please ensure a Course Change Proposal has also been submitted.

Department\*

### **Effective Year:**

Term\*

Year\*

Program Title\* Dental Assisting II – Restorative Dental Procedures, Career Studies Certificate Program-221-120-05

Program Type\*

Degree Type\*

**Program Description\***

Germanna Community College offers a Career Studies Certificate in Restorative Dental Functions. The program consists of a combination of traditional and clinical learning modalities. The curriculum is designed to prepare certified dental assistants to serve in a dynamic and growing health profession as valuable members of the Dental Health team in accordance with the Virginia Board of Dentistry. The program is also designed to accommodate those students who wish to advance to the Career Studies Certificate in Expanded Dental Assisting.

**Admission Requirements:** All students will be required to demonstrate college readiness through transcript review or informed self-placement. Based on this review students may request or be required to enroll in prerequisite or corequisite math and/or English courses. This program is restricted to students who are certified dental assistants recognized by the Dental Assisting National Board. Applicants must provide evidence of a Division of Nursing and Health Technologies approved criminal history report and all applicable credentials for review with the dental application. Applicants are responsible for fees associated with this report. Applicants who have committed a felony/misdemeanor may not be offered admission. Applicants who have a drug or alcohol-related offense will be disqualified.

Graduates of this Restorative Dental Functions Program will receive a Career Studies Certificate in Restorative Dental Functions. After successful completion of the program and national dental assisting board examinations, the student will be eligible for entry into the profession as a Dental Assistant II.

**Program Goals:**

1. Graduates will demonstrate competency in ethics, values, skills and knowledge of dental assisting practice.
2. Graduates will increase the efficiency and efficacy of dental care in the private and public dental practice, associated industries, and through community service.
3. Graduates will demonstrate a commitment to professional development and life-long learning in the dental profession.
4. Graduates will practice as a Dental Assistant II as defined by the Virginia Board of Dentistry registered in direct restorative functions.

**Student Learning Outcomes:**

1. Students will demonstrate an understanding and implementation of aseptic technique.
2. Students will understand the purpose of and apply the use of dental materials and instruments during general and specialty dental procedures.
3. Students will demonstrate an understanding of the ethical values defined by the American Dental Assistants' Association and comply with federal and state laws and regulations.
4. Students will competently place direct restorations.

**Purpose:** The curriculum is designed to prepare selected students to serve in a dynamic and growing health profession as valuable members of the Dental Health team. Upon completion of the program, the student will be able to register as a Dental Assistant II with the Virginia Board of Dentistry.

**Transfer Information:** Although transfer is not the primary purpose of a certificate program, GCC credits may transfer to other associate degree programs and/or senior institutions. Students interested in transfer should contact a counselor or their faculty advisor early in their program.

**Essential Dental Assisting Functions:** To successfully complete all components of the Program, the student must be able to perform all of the essential functions of a dental assistant:

1. Students must possess eye/hand coordination, sufficient motor function, strength, and endurance with both hands and arms, as well as utilize digital fine motor skills to deliver patient care for varying lengths of time throughout the day.
2. Students must have the ability to tolerate frequent hand washing and/or use of disinfectants including hand-sanitizing agents. Additionally, students must have the ability to wear protective gloves when indicated.
3. Students must have the ability to perform single provider CPR in the management of a patient during an emergency.
4. Students must possess the physical capacity to participate in required laboratory, preclinical, and clinical experiences, as well as lift and operate equipment with necessary strength and dexterity.
5. Students must possess the capacity to participate in administrative duties related to the dental assisting profession.
6. Students must have the ability to utilize auditory and sensory perception sufficient to monitor and assess patient needs.
7. Students must possess normal or corrected visual ability in order to assess oral health conditions and perform clinical procedures on patients.
8. Students must be able to communicate in person and via electronic devices by effective use of the English language.
9. Students must comply with the Code Ethics and bylaws as defined by the American Dental Assistants' Association and the statutes and regulations associated with the Commonwealth of Virginia Dental Practice Act.

Despite the foregoing, a qualified person with a disability who can perform these essential functions with reasonable accommodation will be considered for admission along with other qualified applicants.

**Occupational Objectives:** This program is designed to provide essential technological and practical knowledge required for a Dental Assistant II to perform efficiently in a dental office. Training experiences in nearby dental clinics and private dental offices are provided. Students may be required to complete learning activities in their place of employment.

**General Admission Requirements:** Applicant selection into the Dental Assisting Program is selective and competitive. Twelve students are admitted annually at the Germanna site. For more information on the application process, students should visit the [Dental Assisting Department](#) website or call the department office at (540) 423-9823 or (540) 423-9833. To qualify to apply to the Dental Assisting Certificate Program, all interested students must complete the following:

- An application to Germanna Community College
- Have on file with Admissions and Records a High School or Home School Diploma or GED
- Be a Certified Dental Assistant recognized by the Dental Assistant National Board.
- The number of qualified applicants offered admission to the dental assisting program may be contingent upon the space available in the classrooms and dental laboratories, the program's access to sufficient clinical spaces in the region's healthcare settings in order to meet the program's learning outcomes, and the number of qualified dental assisting faculty to teach the students in classrooms, labs, and clinical settings.

**Additional Admission Requirements/Recommendations:** Students may be required to repeat courses or to complete evaluative testing for credits earned more than ten years ago.

**Special Program Requirements:** The Commonwealth of Virginia Board of Dentistry reserves the right to deny licensure to any candidate who has been convicted of a crime involving moral turpitude or the use of drugs or alcohol to the extent that such use renders him/her unsafe to practice dental assisting. Any applicant who has been found guilty of a misdemeanor or felony must consult with the Dental Assisting Program Director prior to admission.

Germanna Community College complies with all recommendations and requirements issued by the Centers for Disease Control (CDC) and the Occupational Safety & Health Administration (OSHA). Any prospective students interested in receiving a copy of the program's policies on bloodborne pathogens should contact the Program Director at [540-423-9823](tel:540-423-9823) or [mmesimer@germanna.edu](mailto:mmesimer@germanna.edu).

**Responsibilities of Dental Assisting II Students:** The following are responsibilities of students in the Dental Assisting Program:

1. To prepare students for the high ethical standards of the health professions, the College expects absolute academic integrity both in the classroom and in clinical practice. Therefore, cheating, attempting to cheat, plagiarizing, lying, stealing academic work which includes secured tests or related materials, submitting papers purchased or written by others, or failing to report an occurrence of academic dishonesty or any violation of this honor code may subject the student to the College's disciplinary procedures as defined in the GCC Student Handbook.
2. Students in dental assisting program incur a variety of expenses in addition to college tuition and fees. These include, but are not limited to, the cost of uniforms, accessories, and travel to clinical assignments. Students are also responsible for testing fees.
3. A strict dress code is required in the clinical setting. Students may be dismissed if they fail to comply with this dress code.
4. The College reserves the right to require students to obtain and maintain at their own expense liability/malpractice insurance with a carrier authorized to transact such business in the Commonwealth of Virginia. Whether or not insurance appropriate to the program is required, students are encouraged to carry such insurance on their own.
5. Students are required to complete learning experiences at local clinics, private offices, and/or other community-based agencies. Students may be required to attend both day and/or evening clinical assignments.
6. Students must provide their own transportation to clinical assignments. Strict attendance is required at clinical sites.
7. Students may utilize the resources of the assigned clinical affiliate, at the discretion of the assigned clinical affiliate, for emergency medical treatment for injuries or illness that may occur during the time period when students are assigned to the health care facility. The student is responsible for any expenses incurred for this treatment.
8. Students must comply with all clinical contract protocols including immunization requirements, drug screening and background checks.
9. Students must keep their CPR certifications current.
10. While enrolled in clinical courses, students may not replace or take the responsibility of "qualified" staff in affiliated facilities. However, after demonstrating proficiency, students may be permitted to perform specified procedures under careful supervision. Students may be employed in clinical facilities outside regular education hours provided that such work does not interfere with academic responsibilities. The work must be non-compulsory and subject to employee regulations. Any exception must have the approval of the Dean of Nursing and Health Technologies. Unless formally employed by the clinical site or the College, students are not covered under OSHA regulations or worker's compensation laws.
11. Students are expected to demonstrate professional behavior consistent with standards associated with health care practitioners.

**Continuation Requirements for Dental Assisting II Students:** The following continuation requirements govern students in the Dental Assisting Program:

1. Each course in the program major must be completed with a grade of "C" or better before taking the next course in the sequence and to satisfy graduation requirements, unless waived by the Division Dean upon the recommendation of the Program Director.
2. All courses in the major must be taken in the sequence prescribed in the GCC Catalog, unless otherwise approved by the Program Director.
3. To pass a course students must successfully complete both the didactic (classroom) and the clinical/lab requirements.
4. Program faculty and clinical affiliates reserve the right to recommend, through appropriate channels, withdrawal of any student who exhibits unsafe performance or non-adherence to prescribed clinical affiliate policies and procedures.
5. Satisfactory physical and mental health must be maintained for continuance in the program. Applicants must be free of any physical and/or mental condition that might adversely affect their acceptance or performances in the program. The College reserves the right to require medical examinations and drug testing to verify continuing compliance. Students with pre-existing physical and/or mental conditions which might adversely affect performance in the program who do not self-disclose this information are subject to dismissal from the program.
6. Students with criminal convictions who do not self-disclose this information are subject to dismissal from the program.

**Program Re-Enrollment Requirements for Dental Assisting II Students:** Any student who has voluntarily withdrawn or who has been withdrawn due to unsatisfactory academic or clinical performance may apply for re-admission the following academic year. Any student who has voluntarily withdrawn or who has been withdrawn due to ethical violations or criminal actions may not reapply to the program. Acceptance will be based upon space availability, successful fulfillment of any contingencies agreed to in writing at the time of withdrawal, and Program Director approval. An interview and medical examination may be required.

Follow these steps to propose changes to the program curriculum:

#### **Step 1**

To add new courses to the program curriculum.

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculog Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number, and Course Title.

#### **Step 2**

Click on "View Curriculum Schema". Select the core where the new course(s) should be added. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For removing courses click on the Delete and proceed.

Prospective Curriculum\*

**Program Requirements/Suggested Scheduling:**

**First Semester**

DNA 103 Introduction to Oral Health  
DNA 108 Dental Science  
DNA 110 Dental Materials

**Total Credits: 7**

**Second Semester**

DNA 210 Amalgam Restorations: Placing, Packing, Carving, and Polishing

**Total Credits: 3**

**Third Semester**

DNA 212 Composite Resin Restorations: Placing and Shaping

**Total Credits: 3**

**Total Minimum Credits: 13**

Provide the rationale for proposing this program change.\* This change is for the name only to better align the program with student expectations and expected industry outcomes.

**Impact of Proposed Change On (Please describe if there is an impact).**

Curriculum: None

Instructional Load: None

Scheduling: None

Transferability: None

Accreditation Impact: None

**ADMINISTRATORS ONLY**

Acalog Owner

Program OID

Status  Active-Visible  Inactive-Hidden

# Diagnostic Medical Sonography - Echocardiography, AAS

Program New

## General Catalog Information

### \*\*Read before you begin\*\*

Select *Program* below, unless proposing a new Acalog shared core

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \*.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are adding new courses to this new program, please ensure a Course New Proposal has also been submitted.

Department\*

### Effective Year:

Term\*

Year\*

Program Title\*

Program Type\*

Degree Type\*

### Program Description\* **Program Purpose**

The Associate of Applied Science (AAS) in Diagnostic Medical Sonography focusing on echocardiography prepares students to be competent entry-level adult cardiac sonographers. Students will gain the knowledge, skills, and abilities needed to produce diagnostic images of the heart structures and motion used to diagnose cardiovascular changes. Upon successful completion of the program, students will be eligible to apply to sit for the American Registry of Diagnostic Medical Sonography examinations that lead to credentials as a Registered Diagnostic Cardiac Sonographer (RDCS®). Graduates will serve as key members of healthcare teams, assisting radiologists in body image interpretation.

### **Special Admissions Requirements and Competencies**

Applicants will meet the following basic requirements:

- Valid High School or Home School diploma or GED
- Acceptance as a student at Germanna Community College
- Math competency: eligible for MTH 154 with or without corequisite support

Students transferring from another college or university will consult with the Enrollment Services Office for an evaluation of transfer credit. Official transfer credit evaluations will be completed when all official transcripts and a Request for Evaluation of Transfer Credit form are received by the Admissions and Records Office.

### **Class size is limited and not all qualified applicants can be accepted**

Additional Requirements:

- Attend a mandatory DMS Prospective Student Workshop before application.
- Complete prerequisite courses successfully with a C or better before applying to the program. The prerequisite courses include *ENG 111, BIO 141, PHY 100, PSY 230, and SDV 101*
- Achieve a cumulative GPA of 2.5
- Complete and achieve satisfactory scores on the TEAS (Test of Essential Academic Skills) test. Students may only take the test three times per year. The latest result must be within three years of application to the DMS Program

Follow these steps to propose courses to the new program curriculum:

**Step 1**

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number and Course Title.

**Step 2**

Click on "View Curriculum Schema" then select "Add Core". When the New Core appears, expand the Core and enter the Core Title. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For removing courses click on the Delete and proceed.

**A.A.S. in Echocardiography Curriculum Degree Requirements:**

(Includes Prerequisites and General Education Courses)

**Student Development (1cr)**

SDV 101 Orientation to Healthcare (1cr)

**English/Communications (3cr)**

ENG 111 College Composition I (3cr)

**Humanities (3cr)**

Hum ELE Any Humanities Elective (3cr)

**Social Science (3cr)**

PSY 230 Developmental Psychology (3cr)

**Biology or Natural Sciences (12cr)**

BIO 142 Human Anatomy and Physiology II (4cr)

BIO 141 Human Anatomy and Physiology I (4cr)

PHY 100 Elements of Physics (4cr)

**Health Technology (4cr)**

HLT 105 Cardiopulmonary Resuscitation (1cr)

HLT 220 Concepts of Disease (3cr)

**Mathematics (3cr)**

MTH 154 Quantitative Reasoning (3cr)

**Echocardiography Technical Courses (38cr)**

DMS 150 Echocardiography (4cr)

DMS 190 Clinical Education I/Coordinated Internship (2cr)

DMS 196 Clinical Education/Coordinated Internship II (3cr)

DMS 206 Introduction to Sonography (3cr)

DMS 207 Sectional Anatomy (2cr)

DMS 208 Ultrasound Physics and Instrumentation (2cr)

DMS 209 Ultrasound Physics and Instrumentation II (2cr)

DMS 217 Sectional Anatomy Lab (1cr)

DMS 218 Ultrasound Physics and Instrumentation Lab (1cr)

DMS 219 Ultrasound Physics and Instrumental Lab II (1cr)

DMS 223 Introduction to Vascular Ultrasound (3cr)

DMS 231 Clinical Education I (3cr)

DMS 232 Clinical Education II (4cr)

DMS 250 Echocardiography II (4cr)

DMS 255 Echocardiography Registry Review (2cr)

DMS 256 Echocardiography Case Study Review (1cr)

**Total Credits: 67**

## First Year

## First Five

SDV 101 Orientation to Healthcare (1cr)  
ENG 111 College Composition I (3cr)  
BIO 141 Human Anatomy and Physiology I (4cr)  
PSY 230 Developmental Psychology (3cr)  
HLT 105 Cardiopulmonary Resuscitation (1cr)  
PHY 100 Elements of Physics (4cr)

**Total Credits - 16**

## Second Semester

MTH 154 Quantitative Reasoning (3cr)  
DMS 190 Clinical Education I/Coordinated Internship (2cr)  
DMS 206 Introduction to Sonography (3cr)  
DMS 207 Sectional Anatomy (2cr)  
DMS 208 Ultrasound Physics and Instrumentation (2cr)  
DMS 217 Sectional Anatomy Lab (1cr)  
DMS 218 Ultrasound Physics and Instrumentation Lab (1cr)  
Hum ELE Any Humanities Elective (3cr)

**Total Credits - 17**

## Second Year

## Third Semester

BIO 142 Human Anatomy and Physiology II (4cr)  
DMS 150 Echocardiography (4cr)  
DMS 209 Ultrasound Physics and Instrumentation II (2cr)  
DMS 219 Ultrasound Physics and Instrumental Lab II (1cr)  
DMS 231 Clinical Education I (3cr)  
HLT 220 Concepts of Disease (3cr)

**Total Credits - 17**

## Fourth Semester

DMS 196 Clinical Education/Coordinated Internship II (3cr)  
DMS 223 Introduction to Vascular Ultrasound (3cr)  
DMS 250 Echocardiography II (4cr)  
DMS 232 Clinical Education II (4cr)  
DMS 255 Echocardiography Registry Review (2cr)  
DMS 256 Echocardiography Case Study Review (1cr)

**Total Credits - 17**



Provide the rationale for proposing this new program.\*

**Program Background**

This proposed new Associate of Applied Science (AAS) in Diagnostic Medical Sonography focusing on echocardiography degree is a new program needed in our service region. This degree will be administered within the Health Sciences Division at the college beginning in the Spring of 2025. This program will meet emerging needs for the imaging profession locally as the healthcare environment expands.

**Impact of New Program (Please describe if there is an impact).**

**Curriculum:** The curriculum is being expanded with DMS coursework, one new HLT course and an additional physics option that may eventually be an option for students to fulfill one science lab requirement.

**Instructional Load:** Faculty for this program will be recruited before course build and launch

**Scheduling:** Scheduling is to be determined for Spring 2025.

**Transferability:** This program is not designed for transfer but will be offered in conjunction with the University of Mary Washington and Mary Washington Healthcare and is responsive to the community's needs for additional professionals in the field.

**Accreditation Impact:** Will need full approval through SACSCOC prior to offering.

Is this Program part of the VCCS Portfolio?  Yes  No

**ADMINISTRATORS ONLY**

**Aalog Owner**

**Status**  Active-Visible  Inactive-Hidden

# Education, AA&S - 624-01

## Program Change

### General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a change to an Acalog shared core

(Shared Core includes Science, AA&S)

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \* after importing data.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are modifying any courses within this program, please ensure a Course Change Proposal has also been submitted.

Department\*

#### **Effective Year:**

Term\*

Year\*

Program Title\* Education, AA&S - 624-01

Program Type\*

Degree Type\*

**Program Description\*** **Purpose:** The Education program is designed to provide the courses in general education for the student who plans to complete a baccalaureate degree program in teacher education at a four-year institution. Students who plan to enter this program should be aware of the opportunities for professional employment in the several specialized areas of teaching and counseling. Students are required to participate in observation and practicum experiences in approved or licensed early childhood/primary/secondary settings. A Criminal Record Clearance/Sex Offender Registry check is required for placement at the student's expense. Students should see the program head for a list of convictions that will prevent employment. Students will be expected to complete a tuberculosis test before placement as well.

**Admission Requirements:** All students will be required to demonstrate college readiness through transcript review or informed self-placement. Based on this review students may request or be required to enroll in prerequisite or corequisite math and/or English courses.

Follow these steps to propose changes to the program curriculum:

#### **Step 1**

To add new courses to the program curriculum.

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number, and Course Title.

#### **Step 2**

Click on "View Curriculum Schema". Select the core where the new course(s) should be added. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For **removing courses** click on the Delete and proceed.

**Education Curriculum Degree Requirements:**

**Student Development (1 cr.)**

SDV 100 College Success Skills  
[Right] or any approved SDV course

**English (6 cr.)**

ENG 111 College Composition I  
ENG 112 College Composition II

**Mathematics (6 cr.)**

Please consult your advisor to choose your Math sequence

MTH 154 Quantitative Reasoning  
[Right] and MTH 155: Statistical Reasoning or

[Left] MTH 154: Quantitative Reasoning and

MTH 245 Statistics I  
[Right] or

MTH 161 Precalculus I  
[Right] and MTH 261: Applied Calculus I or

MTH 167 Precalculus with Trigonometry  
[Right] and MTH 263: Calculus I

**History (6 cr.)**

Any two HIS courses

**Humanities (6 cr.)**

Any two courses from ART, ENG (Literature), HUM, MUS, PHI, REL, or Foreign Language (Recommend Approved Passport Course)

**Social Sciences (6 cr.)**

Any two courses from ECO, GEO, HIS, PLS, PSY, or SOC

**Lab Sciences (8 cr.)**

Any two Lab Sciences or one, two-semester sequence from any BIO, CHM, GOL, GIS, ENV, or PHY. Example: BIO 101 and CHM 111, or BIO 101 and BIO 102.

**Communications Studies (3cr)**

CST 100 Principles of Public Speaking  
[Right]

**Education (12 cr.)**

EDU 200 Foundations of Education

**Transfer Electives (6 cr.)**

Any two approved course(s) from the transfer elective list2.

**Total Minimum Credits: 60**

(Note: BIO 141, BIO 142, and BIO 145 do not meet the science requirement.)

1Students graduating from this program must demonstrate proficiency in specific computer competencies necessary for academic success, transfer, and employment. Individual programs may specify how computer competency is attained as part of the program. If not specified otherwise, computer competency is demonstrated by passing ITE 152 (transfer elective) or an equivalent competency test. Students are encouraged not to wait until the final semester to complete this requirement.

2Transfer elective credits must be selected from the Approved Transfer Electives List. See an advisor, coach, faculty advisor or click here.

3Students are encouraged to meet with their academic advisor when selecting between PSY 230 and EDU 207

Students graduating from this program may be called upon to participate in a general education outcomes assessment during their last semester.

**Suggested Scheduling:**

**First Year**

**First Five**

SDV 100 College Success Skills  
[Right] or any approved SDV

ENG 111 College Composition I  
EDU 200 Foundations of Education  
Lab Science I (4cr)  
MTH MATH I (3cr)

**Total Credits: 14**

**Second Semester**

ENG 112 College Composition II  
EDU 204 Teaching in a Diverse Society (3cr)  
HIS Any History I (3cr)  
Lab Science II (4cr)  
MTH MATH II (3cr)

**Total Credits: 16**

**Second Year**

**Third Semester**

EDU 207 Human Growth and Development (3cr)  
CST 100 Principles of Public Speaking  
[Right] or  
CST 110 Introduction to Human Communication (3cr)  
HUM Any Humanities I - 3cr  
SOC Any Social Science I (3cr)  
Transfer Elective (I) Any Approved transfer elective (3cr)

**Total Credits: 15**

**Fourth Semester**

EDU 250 Foundations of Exceptional Education (3cr)  
HIS Any History II (3cr)  
HUM - Any Humanities Any Humanities II (3cr)  
SOC Any Social Science II (3cr)  
Transfer Elective (II) Any Approved transfer elective (3cr)

**Total Credits: 15**

**Provide the rationale for proposing this program change.\***

The curriculum was updated through Transfer Virginia redesign and the computer competency requirements are being embedded in EDU 200. Students may still elect to take ITE 152 or BUS 226 as one of their transfer electives but it will not be required.

**Impact of Proposed Change On (Please describe if there is an impact).**

**Curriculum:** Course objectives for EDU200 have been modified to embed computer competency in the design.

**Instructional Load:** None

**Scheduling:** No Impact

**Transferability:** This program is designed to transfer, none of the curriculum has been changed to prevent the transfer.

**Accreditation Impact:** None

**ADMINISTRATORS ONLY**

**Acalog Owner**

**Program OID**

**Status**  Active-Visible  Inactive-Hidden

# Electrician Technician, Career Studies Certificate Program-221-942-01

## Program Change

### General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a change to an Acalog shared core

(Shared Core includes Science, AA&S)

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \* after importing data.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are modifying any courses within this program, please ensure a Course Change Proposal has also been submitted.

Department\*

### **Effective Year:**

Term\*

Year\*

Program Title\* Electrician Technician, Career Studies Certificate Program-221-942-01

Program Type\*

Degree Type\*

**Program Description\*** **Purpose:** The purpose is designed to provide job skills necessary for employment as an entry-level electrical technician. Special emphasis is placed upon installation and repairing of residential electrical distribution systems.

**Occupational Objective:** Electrical Helpers; Entry-Level Electricians

**Admission Requirements:** All students will be required to demonstrate college readiness through transcript review or informed self-placement. Based on this review students may request or be required to enroll in prerequisite or corequisite math and/or English courses.

Follow these steps to propose changes to the program curriculum:

#### **Step 1**

To add new courses to the program curriculum.

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number, and Course Title.

#### **Step 2**

Click on "View Curriculum Schema". Select the core where the new course(s) should be added. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For **removing courses** click on the Delete and proceed.

Prospective Curriculum\*

### Program Requirements

SAF 130 OSHA 10 (1cr)  
BUS 116 Entrepreneurship (3cr)  
BUS 226 Computer Business Applications (3cr)  
ELE 127 Residential Wiring Methods (3cr)  
ELE 131 National Electrical Code I (3cr)  
ELE 150 A.C. and D.C. Circuit Fundamentals (3cr)  
ELE 173 Commercial Wiring Methods (3cr)  
ELE 245 Industrial Wiring (3cr)

**Total Minimum Credits: 22**

Provide the rationale for proposing this program change.\*

The Career Studies Certificates for the Technical Studies Program are designed to provide a level II CSC for students to provide a three-level stackable credential with a pathway from Non-credit to Credit. Each CSC is designed to be awarded as students complete the courses for their identified tracks. The CSC can be earned as a stand-alone credential.

### Impact of Proposed Change On (Please describe if there is an impact)

**Curriculum:** The Career Studies Certificates for the Technical Studies Program are designed to provide a level II CSC for students to provide a three-level stackable credential with a pathway from Non-credit to Credit. Each CSC is designed to be awarded as students complete the courses for their identified tracks. The CSC can be earned as a stand-alone credential. This is a previously approved CSC that has been modified based on changes in the AAS.

**Instructional Load:** None - courses are already taught in other programs and not at capacity. More technical courses will co-sit with current workforce offerings or be awarded by the CPL process.

**Scheduling:** Many of the courses will be completed through a credit for prior learning model when the students complete the required workforce certifications. The general education curriculum is transferable to the associate's degree and other programs at the college. the goal will be to develop technical cohorts for students to maximize enrollment.

**Transferability:** This program is not designed for transfer, however, the general studies courses are transferable.

**Accreditation Impact:** None

### ADMINISTRATORS ONLY

Acalog Owner

Program OID

Status  Active-Visible  Inactive-Hidden

# Emergency Medical Services -Paramedic, AAS-146

## Program Change

### General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a change to an Acalog shared core

(Shared Core includes Science, AA&S)

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \* after importing data.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are modifying any courses within this program, please ensure a Course Change Proposal has also been submitted.

Department\*

### **Effective Year:**

Term\*

Year\*

Program Title\* Emergency Medical Services -Paramedic, AAS-146

Program Type\*

Degree Type\*

**Program Description\*** **Purpose:** This curriculum is designed to provide skills and knowledge to prepare the student to take the certification test to become a National Registry and Virginia Office of Emergency Medical Services Paramedic.

**Occupational Objectives:** Upon completion of this curriculum and certification by the Virginia Office of Emergency Medical Services and the National Registry of EMTs, individuals will be eligible for employment in a variety of health care settings.

**Admission Requirements:** Students may request or be required to enroll in a prerequisite or corequisite English course. Admission requirements include high school graduation or GED. A prospective student with a felony/misdemeanor conviction needs to see the HCT course instructor/program advisor. Certain convictions will prevent an individual from being certified as a Paramedic in Virginia and other states. The program requires additional expenditures for the student's health assessment, immunizations, urine drug screen, criminal background check, student liability, uniforms, supplies, and equipment, which are required for clinical and field assignments to satisfy the requirements of CoAEMSP.

Follow these steps to propose changes to the program curriculum:

#### **Step 1**

To add new courses to the program curriculum.

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number, and Course Title.

#### **Step 2**

Click on "View Curriculum Schema". Select the core where the new course(s) should be added. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For **removing courses** click on the Delete and proceed.



**General Education - 17 Credit Hours**

**Student Development (1cr)**

SDV 101 Orientation to (Specific Discipline)

**English (3cr)**

ENG 111 College Composition I

**Humanities (3cr)**

PHI 227 Bio-Medical Ethics

**Social Sciences (3cr)**

PSY 230 Developmental Psychology

**Science (4cr)**

BIO 145 Human Anatomy & Physiology (4cr)

**General Elective (3cr)**

PHI 227 Bio-Medical Ethics

**EMS - Core Coursework - (48cr)**

HLT 105 Cardiopulmonary Resuscitation  
EMS 111 Emergency Medical Technician  
EMS 120 Emergency Medical Technician-Clinical  
EMS 123 EMS Clinical Preparation  
EMS 163 Prehospital Trauma Life Support (PHTLS)  
EMS 164 Advanced Medical Life Support  
EMS 165 Advanced Cardiac Life Support (ACLS)  
EMS 167 Emergency Pediatric Care  
EMS 170 ALS Internship I  
EMS 180 Advanced EMS Foundations (1cr)  
EMS 181 Advanced Airway and Shock Management - 1cr  
EMS 182 Advanced Airway and Shock Management Lab - 1cr  
EMS 183 Advanced Medical Care - 2cr  
EMS 184 Advanced Medical Care Lab - 1cr  
EMS 185 Advanced Trauma Care - 2cr  
EMS 186 Advanced Trauma Care Lab - 1cr  
EMS 210 EMS Operations  
EMS 212 Leadership and Professional Development  
EMS 216 Paramedic Review  
EMS 221 Paramedic Cardiovascular Care - 3cr  
EMS 222 Paramedic Cardiovascular Care Lab - 1cr  
EMS 223 Paramedic Patient Care I - 3cr  
EMS 224 Paramedic Patient Care I Lab - 1cr  
EMS 225 Paramedic Patient Care II - 5cr  
EMS 226 Paramedic Patient Care Lab II - 2cr  
EMS 241 Paramedic Internship I - 2cr  
EMS 246 Paramedic Internship II - 2cr  
EMS 249 Paramedic Capstone Internship

**Suggested Scheduling:**

**First Year**

**First Five**

SDV 101 Orientation to (Specific Discipline)  
HLT 105 Cardiopulmonary Resuscitation  
EMS 111 Emergency Medical Technician  
EMS 120 Emergency Medical Technician-Clinical  
BIO 145 Human Anatomy & Physiology (4cr)

**Total Credits: 14**

**Second Semester**

ENG 111 College Composition I  
EMS 123 EMS Clinical Preparation  
EMS 170 ALS Internship I  
EMS 180 Advanced EMS Foundations (1cr)  
EMS 181 Advanced Airway and Shock Management - 1cr  
EMS 182 Advanced Airway and Shock Management Lab - 1cr  
EMS 183 Advanced Medical Care - 2cr  
EMS 184 Advanced Medical Care Lab - 1cr  
EMS 185 Advanced Trauma Care - 2cr  
EMS 186 Advanced Trauma Care Lab - 1cr

**Total Credits: 14**

**Second Year**

**Third Semester**

EMS 221 Paramedic Cardiovascular Care - 3cr  
EMS 222 Paramedic Cardiovascular Care Lab - 1cr  
EMS 223 Paramedic Patient Care I - 3cr  
EMS 224 Paramedic Patient Care I Lab - 1cr  
EMS 241 Paramedic Internship I - 2cr  
PSY 230 Developmental Psychology

**Total Credits: 13**

**Fourth Semester**

EMS 225 Paramedic Patient Care II - 5cr  
EMS 226 Paramedic Patient Care Lab II - 2cr  
EMS 246 Paramedic Internship II - 2cr  
PSY 230 Developmental Psychology

**Total Credits: 12**

## Fifth Semester

EMS 163 Prehospital Trauma Life Support (PHTLS)  
EMS 164 Advanced Medical Life Support  
EMS 165 Advanced Cardiac Life Support (ACLS)  
EMS 167 Emergency Pediatric Care  
EMS 210 EMS Operations  
EMS 212 Leadership and Professional Development  
EMS 216 Paramedic Review  
EMS 249 Paramedic Capstone Internship  
HUM Elective Any Humanities (3cr)

**Total Credits: 12**

Provide the rationale for proposing this program change.\*

### Justification

Since the national EMS education standards (NEMSES) have changed, the EMS common curriculum must be updated to align with these changes.

Over the past year, an EMS workgroup consisting of EMS faculty who serve as program heads at community colleges that offer the AAS in Paramedic/EMS developed 15 new courses in the EMS discipline prefix to replace existing courses in the curriculum. Per the VCCS policy on updating common curricula for CTE programs (Policy 5.2.7), these courses were reviewed by the EMS Common Curriculum Standing Committee with faculty representation from each community college offering the curriculum in addition to two chief academic officers and two deans overseeing EMS programs. were approved by the Deans' Course Review Committee (DCRC) on February 1, 2024. The DCRC decided to maintain a standing program-related prerequisite across the courses (*Current Virginia EMT and CPR certification as approved by the Virginia Office of EMS*) instead of adopting generic language that the EMS workgroup had developed to anticipate future revisions to prerequisites mandated by the Virginia Office of EMS.

### Impact of Proposed Change On (Please describe if there is an impact).

**Curriculum:** The credit total for the revised curriculum is 65 credits, which is one less credit than the current curriculum. Please note that no changes to the general education requirements are featured in the common curriculum.

**Instructional Load:** The courses are being replaced course for the course, so the instructional load should not be impacted.

**Scheduling:** No impact, courses are being replaced not added.

**Transferability:** This program is not designed to transfer.

**Accreditation Impact:** No impact, but does align with changing certification requirements.

### ADMINISTRATORS ONLY

Aalog Owner

Program OID

Status  Active-Visible  Inactive-Hidden

# Fundamentals of Welding

Program New

## General Catalog Information

### \*\*Read before you begin\*\*

Select *Program* below, unless proposing a new Acalog shared core

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \*.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are adding new courses to this new program, please ensure a Course New Proposal has also been submitted.

Department\*

### Effective Year:

Term\*

Year\*

Program Title\* Fundamentals of Welding

Program Type\*

Degree Type\*

**Program Description\*** **Purpose:** The program is designed to prepare students fo employment as apprentice welders immediately upon completion of the curriculum. Technical Courses and shop experience comprise the program.

**Occupational Objective:** Entry Level Welder

**Admission Requirements:** All students will be required to demonstrate college readiness through assessment and/or transcript review and may be required to take placement tests in math, writing, and reading to aid in placing students in the appropriate courses. Students who do not meet required placement levels must enroll in developmental studies courses.

Follow these steps to propose courses to the new program curriculum:

#### Step 1

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number and Course Title.

#### Step 2

Click on "View Curriculum Schema" then select "Add Core". When the New Core appears, expand the Core and enter the Core Title. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For removing courses click on the Delete and proceed.

Prospective Curriculum\*

### Program Requirements

SAF 130 OSHA 10 (1cr)  
BUS 116 Entrepreneurship (3cr)  
BUS 226 Computer Business Applications (3cr)  
WEL 100 Fundamentals of Welding (3cr)  
WEL 120 Introduction to Welding (3cr)  
WEL 123 Shielded Metal Arc Welding (Basic) (3cr)  
WEL 160 Gas Metal Arc Welding (3cr)  
WEL 161 Flux Cored Arc Welding (3cr)

**Total Credits - 22**

Provide the rationale for proposing this new program.\*

The Welding CSC will be added to provide the level II CSC for students who wish to work in this field. This will allow students who chose this track within the Technical Studies program to earn the Level II CSC upon completion of the track.

### Impact of New Program (Please describe if there is an impact)

**Curriculum:** None - Courses are already offered as part of the existing curriculum and do not run at capacity. Additionally, the WEL courses will most likely be completed with credit for prior learning and/or co-sit with the workforce courses. Necessary courses have already been approved by the curriculum committee.

**Instructional Load:** None - Courses are already offered as part of the existing curriculum and do not run at capacity. Additionally, the WEL courses will most likely be completed with credit for prior learning and/or co-sit with the workforce courses.

**Scheduling:** No impact - students will be using primarily credit for prior learning and existing business courses.

**Transferability:** This program is not designed to transfer.

**Accreditation Impact:** No Impact

Is this Program part of the VCCS Portfolio? \*  Yes  No

### ADMINISTRATORS ONLY

Acalog Owner

Status  Active-Visible  Inactive-Hidden

## General Studies, AS-Can Be Completed Online-

### Program Change

#### General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a change to an Acalog shared core

(Shared Core includes Science, AA&S)

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \* after importing data.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are modifying any courses within this program, please ensure a Course Change Proposal has also been submitted.

Department\*

#### **Effective Year:**

Term\*

Year\*

Program Title\* General Studies, AS-Can Be Completed Online-

Program Type\*

Degree Type\*

**Program Description\*** **Purpose:** The General Studies program is intended for students who wish to transfer to a four-year college or university. This curriculum provides students the opportunity to customize their courses to align with the requirements of their intended baccalaureate degree program. Students are encouraged to work with an academic advisor to select appropriate courses that support their goals. This curriculum is also beneficial for students who plan to transfer to a four-year institution to earn a baccalaureate degree, but have not determined their intended major. It allows these students to explore potential academic interests while completing general education requirements accepted in a wide variety of baccalaureate degree programs.

**Admission Requirements:** All students will be required to demonstrate college readiness through transcript review or informed self-placement. Based on this review students may request or be required to enroll in prerequisite or corequisite math and/or English courses.

Follow these steps to propose changes to the program curriculum:

#### **Step 1**

To add new courses to the program curriculum.

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number, and Course Title.

#### **Step 2**

Click on "View Curriculum Schema". Select the core where the new course(s) should be added. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For **removing courses** click on the Delete and proceed.

**General Studies Curriculum Degree Requirements:**

**Student Development (1cr)**

SDV 100 College Success Skills  
[Right] or any approved SDV course

**English (9cr)**

ENG 111 College Composition I  
[Right] and

ENG 112 College Composition II  
[After] and any ENG (Literature) course (ENG 225-279)

[Right] and

**Mathematics (6-9cr)**

Please consult your advisor to choose your Math sequence

MTH 154 Quantitative Reasoning  
[Right] and MTH 155: Statistical Reasoning, or

[Left] MTH 154: Quantitative Reasoning and

MTH 245 Statistics I  
[Right] or

MTH 161 Precalculus I  
[Right] and MTH 261 : Applied Calculus I, or

MTH 167 Precalculus with Trigonometry  
[Right] and MTH 263: Calculus I

**History (6cr)**

Any two HIS courses

**Communication (3cr)**

CST 100 Principles of Public Speaking  
[Right] or CST 110 or CST 126

**Humanities (6cr)**

Any two courses from ART, ENG (Literature), HUM, MUS, PHI, REL, or Foreign Language (Recommend Approved Passport Course)

**Social Sciences (6cr)**

Choose any two Social Science courses (6cr) from ECO, GEO, HIS, PLS, PSY, SOC

### Lab Sciences (8cr)

Any two lab science courses or any two-semester sequence in BIO, CHM, ENV, GOL, GIS, or PHY

### ITE 152 and/or Transfer Elective(s) (15cr)

ITE 152 Introduction to Digital and Information Literacy and Computer Applications [Right] or any approved course(s) from the transfer elective list<sup>1</sup>

### Total Minimum Credits: 60

(Note: BIO 141, BIO 142, and BIO 145 do not meet the science requirement.)

Students graduating from this program must demonstrate proficiency in specific computer competencies necessary for academic success, transfer, and employment. Individual programs may specify how computer competency is attained as part of the program. If not specified otherwise, computer competency is demonstrated by passing ITE 152 (transfer elective) or an equivalent competency test. Students are encouraged not to wait until the final semester to complete this requirement.

<sup>1</sup>Transfer elective credits must be selected from the Approved Transfer Electives List. See an advisor, coach, faculty advisor or click here.

Students graduating from this program may be called upon to participate in a general education outcomes assessment during their last semester.

### Suggested Scheduling:

#### First Year

#### First Five

SDV 100

ENG 111: College Composition I

History (I)

MTH (I)

ITE 152 or Transfer Elective (1)

### Total Credits: 13-15

#### Second Semester

ENG 112: College Composition II

MTH (II)

History (II)

Transfer Elective (II)

Communications Elective

### Total Credits: 15



**Second Year**

**Third Semester**

- Lab Science (I)
- Transfer Elective (III)
- ENG (Literature)
- Humanities Elective (I)
- Social Sciences Elective (I)

**Total Credits 16**

**Fourth Semester**

- Lab Science (II)
- Transfer Elective (IV)
- Humanities Elective (II)
- Social Sciences Elective (II)
- Transfer Elective (V)

**Total Credits: 16**

**Provide the rationale for proposing this program change.\***

The General Studies degree program is being transitioned from an Associate of Arts an Sciences to an Associate of Science degree. This proposal is only to formalize the name change and memorialize this through the curriculum process.

**Impact of Proposed Change On (Please describe if there is an impact)**

**Curriculum:** None, all courses are already offered and the program meets the needs of a significant number of our students.

**Instructional Load:** None - alignment with Transfer VA

**Scheduling:** None - alignment with Transfer VA

**Transferability:** No Impact - this degree is designed to transfer to our four-year partners.

**Accreditation Impact:** None

**ADMINISTRATORS ONLY**

**Acalog Owner** Humanities & Arts Pathway

**Program OID**

**Status**  Active-Visible  Inactive-Hidden

# General Technician, Career Studies Certificate-221-989-00

## Program Change

### General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a change to an Acalog shared core

(Shared Core includes Science, AA&S)

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \* after importing data.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are modifying any courses within this program, please ensure a Course Change Proposal has also been submitted.

Department\*

#### **Effective Year:**

Term\*

Year\*

Program Title\* General Technician, Career Studies Certificate-221-989-00

Program Type\*

Degree Type\*

**Program Description\*** **Purpose:** The General Technician Career Studies Certificate is designed to provide skills necessary for entry-level labor, construction, and technician helper jobs. This CSC also provides the foundation for students looking to be hired as registered apprentices. For students who are uncertain about their intended pathway within the trades, this CSC offers the opportunity to explore skills that are the foundation of all industry and trades careers.

**Occupational Objective:** Registered Apprentice, Construction Laborer, General Laborer, Technician Helper, Entry-Level Technician

**Admission Requirements:** All students will be required to demonstrate college readiness through assessment, and/or transcript review and may be required to take placement tests in math, writing, and reading to aid in placing students in the appropriate courses. Students who do not meet required placement levels must enroll in developmental studies courses.

Follow these steps to propose changes to the program curriculum:

#### **Step 1**

To add new courses to the program curriculum.

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number, and Course Title.

#### **Step 2**

Click on "View Curriculum Schema". Select the core where the new course(s) should be added. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For **removing courses** click on the Delete and proceed.

Prospective Curriculum\*

### Program Requirements

SDV 100 College Success Skills (1cr)  
SAF 130 OSHA 10 (1cr)  
SAF 127 Industrial Safety (2cr)  
BLD 101 Construction Management I (3cr)  
BLD 110 Introduction to Construction (3cr)  
BLD 115 Building Codes (3cr)  
ELE 133 Practical Electricity I (3cr)  
ENG 113 Technical Writing (3cr)

**Total Minimum Credits: 19**

**Provide the rationale for proposing this program change.\***

This Career Studies Certificate for the Technical Studies Program is designed to provide a level I CSC for students to provide a three-level stackable credential with a pathway from Non-credit to Credit. Each CSC is designed to be awarded as students complete the courses for their identified tracks. The CSC can be earned as a stand-alone credential.

### Impact of Proposed Change On (Please describe if there is an impact)

**Curriculum:** No curriculum additions are necessary, courses are already scheduled. This is a previously approved CSC that has been modified based on changes in the AAS.

**Instructional Load:** None - courses are already taught in other programs and not at capacity. More technical courses will co-sit with current workforce offerings or be awarded by the CPL process.

**Scheduling:** Many of the courses will be completed through a credit for prior learning model when the students complete the required workforce certifications. The general education curriculum is transferable to the associate's degree and other programs at the college. the goal will be to develop technical cohorts for students to maximize enrollment.

**Transferability:** This program is not designed for transfer, however, the general studies courses are transferable.

**Accreditation Impact:** None

### ADMINISTRATORS ONLY

Aalog Owner

Program OID

Status  Active-Visible  Inactive-Hidden

# Health Professions Preparation, Career Studies Certificate -Can Be Completed Online- 221-190-01

## Program Change

### General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a change to an Acalog shared core

(Shared Core includes Science, AA&S)

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \* after importing data.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are modifying any courses within this program, please ensure a Course Change Proposal has also been submitted.

Department\*

### **Effective Year:**

Term\*

Year\*

Program Title\* Health Professions Preparation, Career Studies Certificate -Can Be Completed Online- 221-190-01

Program Type\*

Degree Type\*

**Program Description\*** **Purpose:** The purpose of the Health Professions Preparation Career Studies Certificate (CSC) is to prepare students for the guided admissions process into the Associate Degree in Nursing (ADN) program, the Associate of Applied Science Degree in Physical Therapist Assistant (PTA) program, the Associate of Applied Science Degree in Dental Hygiene (DNH) program, the Practical Nursing (PN) Certificate program, or the Dental Assistant (DNA) Certificate Program with the majority of general education courses completed. All courses in the first semester of this CSC earn curricular credits for admission. The HPPCSC also provides a starting point for students pursuing the Associate Degree in Emergency Medical Services. This CSC will also meet the prerequisites for admission into Reynolds Community College's Respiratory Therapy AAS program. This program has the option for students to take classes synchronously while having labs and clinicals locally in our service region. An additional purpose is to provide an occupational credential for entry-level non-licensed employment in various health care settings.

**Occupational Objectives:** Completion of this certificate will prepare individuals to further their education in a health career program or gain entry-level non-licensed employment in various health care settings.

**Admission Requirements:** All students will be required to demonstrate college readiness through transcript review or informed self-placement. Based on this review students may be advised to enroll in corequisite math and/or English courses.

**Objectives:**

- Prepare students for non-licensed entry-level employment in various health care settings.
- Provide a pathway for the health-related Associate of Applied Science Degrees and Certificates at Germanna

Follow these steps to propose changes to the program curriculum:

#### **Step 1**

To add new courses to the program curriculum.

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculog Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number, and Course Title.

#### **Step 2**

Click on "View Curriculum Schema". Select the core where the new course(s) should be added. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For removing courses click on the Delete and proceed.

**Health Professions Preparation Curriculum:**

**Program Requirements: (Only students who intend to apply for the Dental Assisting program should choose BIO145 and PSY200)**

**SDV 101 Orientation to (Specific Discipline)**  
[Right] or any approved SDV course

**ENG 111 College Composition I**  
**PSY 230 Developmental Psychology**  
[Right] or PSY 200

**BIO 141 Human Anatomy and Physiology I**  
[Right] or BIO 145

[After] Humanities Elective

**PHY 100 Elements of Physics (4cr)**  
[After] DMS Students take PHY 100 instead of Humanities Elective

**Program Electives**

Select 2-3 courses for a total of 5-8 credits

**BIO 142 Human Anatomy and Physiology II**  
**BIO 150 Introductory Microbiology**  
**CST 100 Principles of Public Speaking**  
[Right] or

**CST 110 Introduction to Human Communication**  
[Right] or

**CST 126 Interpersonal Communication**  
**HLT 105 Cardiopulmonary Resuscitation**  
**HLT 143 Medical Terminology I**  
**SOC 200 Introduction to Sociology**

**Total Minimum Credits: 19-22**

**Suggested Scheduling:**

**First Five**

**SDV 101 Orientation to (Specific Discipline)**  
[Right] or any approved SDV course

**ENG 111 College Composition I**  
**PSY 230 Developmental Psychology**  
[Right] or PSY 200

**BIO 141 Human Anatomy and Physiology I**  
[Right] or BIO 145

[After] Humanities Elective

**Total Credits: 14**

**Second Semester**

During the second semester, students should select from the following list based on their track choice:

### Respiratory Therapy

Students must apply to Reynolds Community College

HLT 105 Cardiopulmonary Resuscitation  
[Before] PHI - 220 - Ethics

### CSC Completion (7cr)

HLT 105 Cardiopulmonary Resuscitation  
HLT 143 Medical Terminology I  
CST 100 Principles of Public Speaking  
[Right] or CST 110 or CST 126

### Nursing (8cr)

BIO 142 Human Anatomy and Physiology II  
BIO 150 Introductory Microbiology

### PTA (7cr)

BIO 142 Human Anatomy and Physiology II  
SOC 200 Introduction to Sociology

### Dental (8cr)

BIO 142 Human Anatomy and Physiology II  
BIO 150 Introductory Microbiology

### EMS (5cr)

BIO 142 Human Anatomy and Physiology II  
HLT 105 Cardiopulmonary Resuscitation

### Diagnostic Medical Sonography (7cr)

BIO 142 Human Anatomy and Physiology II  
MTH 154 Quantitative Reasoning

### Total Credits: 5-8

**Provide the rationale for proposing this program change.**

There is a local need for Respiratory Therapists in our service region. During the Fall semester of 2023 Germanna and Reynolds executed an MOU to create a pathway for our students to apply to their Respiratory Therapy Program ([https://catalog.reynolds.edu/preview\\_program.php?catoid=5&pooid=868](https://catalog.reynolds.edu/preview_program.php?catoid=5&pooid=868)). The prerequisites are similar to our existing HPP CSC. This proposal will create a track to meet their specific prerequisite of PHI 220 (Ethics). Students will need current CPR certification. For this reason, HLT 105 was added in for the Respiratory Therapy track along with the PHI 220 to meet the HPP CSC listed minimum of 19 credits.

**Impact of Proposed Change On (Please describe if there is an impact).**

**Curriculum:** The two added classes are already current Germanna offerings.

**Instructional Load:** There should be no impact as these are currently offered classes.

**Scheduling:** There should be no impact as these are currently offered classes.

**Transferability:** Students completing this track (Respiratory Therapy) will need to apply for admittance into the Reynolds program by February 1. Students will also have to meet with a Reynolds Respiratory Therapy faculty prior to applying for admission. Students are notified by June 15 of acceptance into Reynolds' Respiratory Therapy program.

**Accreditation Impact:** This track will create a pipeline into Reynolds' Respiratory Therapy program. This is not a Germanna program, so there will be no local accreditation impact.

**ADMINISTRATORS ONLY**

**Aalog Owner**

**Program OID**

**Status**  Active-Visible  Inactive-Hidden



# Heavy Equipment Operator CSC

Program New

## General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a new Acalog shared core

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \*.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are adding new courses to this new program, please ensure a Course New Proposal has also been submitted.

Department\*

### Effective Year:

Term\*

Year\*

Program Title\* Heavy Equipment Operator CSC

Program Type\*

Degree Type\*

**Program Description\*** **Purpose:** The program is designed to provide job skills necessary for employment in heavy Equipment Operations. Special emphasis is placed on operations, operator responsibilities, and basic principles of safety.

**Occupational Objective:** Equipment Operator

**Admissions Requirements:** All students will be required to demonstrate college readiness through transcript review or informed self-placement. Based on this review students may request or be required to enroll in prerequisite or corequisite math and/or English courses.

Follow these steps to propose courses to the new program curriculum:

#### **Step 1**

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number and Course Title.

#### **Step 2**

Click on "View Curriculum Schema" then select "Add Core". When the New Core appears, expand the Core and enter the Core Title. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For removing courses click on the Delete and proceed.

Prospective Curriculum\*

### Program Requirements

SAF 130 OSHA 10 Construction Safety (1cr)  
BUS 116 Entrepreneurship (3cr)  
BUS 226 Computer Business Applications (3cr)  
HVE 161 Heavy Equipment Operator I (7cr)  
HVE 195 Topics In Heavy Equipment Operator II (3cr)  
CIV 195 Topics in Grades and Finishing (3cr)  
CIV 225 Soil Mechanics (2cr)

**Total Credits: 22**

Provide the rationale for proposing this new program.\*

The Heavy Equipment Operator CSC will be added to provide the level II CSC for students who wish to work in this field. This will allow students who chose this track within the Technical Studies program to earn the Level II CSC upon completion of the track.

### Impact of New Program (Please describe if there is an impact).

**Curriculum:** None - Courses are already offered as part of existing curriculum and do not run at capacity. Additionally, the HVE and CIV courses will most likely be completed with the use of credit for prior learning and/or co-sit with the workforce courses. Necessary courses have already been approved by the curriculum committee.

**Instructional Load:** None - Courses are already offered as part of the existing curriculum and do not run at capacity. Additionally, the HVE and CIV courses will most likely be completed with the use of credit for prior learning and/or co-sit with the workforce courses.

**Scheduling:** No impact - students will be using primarily credit for prior learning and existing business courses.

**Transferability:** This program is not designed to transfer.

**Accreditation Impact:** No impact.

Is this Program part of the VCCS Portfolio? \*  Yes  No

### ADMINISTRATORS ONLY

Acalog Owner

Status  Active-Visible  Inactive-Hidden

# Heating, Ventilation and Air Conditioning (HVAC) Technician, Career Studies Certificate-221-903-10

## Program Change

### General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a change to an Acalog shared core

(Shared Core includes Science, AA&S)

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \* after importing data.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are modifying any courses within this program, please ensure a Course Change Proposal has also been submitted.

Department\*

### **Effective Year:**

Term\*

Year\*

Program Title\* Heating, Ventilation and Air Conditioning (HVAC) Technician, Career Studies Certificate-221-903-10

Program Type\*

Degree Type\*

**Program Description\*** **Purpose:** The purpose is designed to provide the job skills necessary for employment as an entry-level HVAC service technician. Special emphasis is placed upon the installation and repairing of residential and commercial air conditioning units.

**Occupational Objective:** Air Conditioning Service and Installation Technician.

**Admission Requirements:** All students will be required to demonstrate college readiness through assessment and/or transcript review and may be required to take placement tests in math, writing, and reading to aid in placing students in the appropriate courses. Students who do not meet required placement levels must enroll in developmental studies courses.

Follow these steps to propose changes to the program curriculum:

#### **Step 1**

To add new courses to the program curriculum.

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number, and Course Title.

#### **Step 2**

Click on "View Curriculum Schema". Select the core where the new course(s) should be added. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For **removing courses** click on the Delete and proceed.

### Program Requirements

- SAF 130 OSHA 10 (1cr)
- BUS 116 Entrepreneurship (3cr)
- BUS 226 Computer Business Applications (3cr)
- AIR 121 Air Conditioning and Refrigeration I (3cr)
- AIR 122 Air Conditioning and Refrigeration II (3cr)
- AIR 123 Air Conditioning and Refrigeration III (3cr)
- AIR 124 Air Conditioning and Refrigeration IV (3cr)
- AIR 276 Refrigerant Usage EPA Certification (3cr)

**Total Minimum Credits: 22**

**Provide the rationale for proposing this program change.\***

The Career Studies Certificates for the Technical Studies Program are designed to provide a level II CSC for students to provide a three-level stackable credential with a pathway from Non-credit to Credit. Each CSC is designed to be awarded as students complete the courses for their identified tracks. The CSC can be earned as a stand-alone credential.

**Impact of Proposed Change On (Please describe if there is an impact)**

**Curriculum:** The Career Studies Certificates for the Technical Studies Program are designed to provide a level II CSC for students to provide a three-level stackable credential with a pathway from Non-credit to Credit. Each CSC is designed to be awarded as students complete the courses for their identified tracks. The CSC can be earned as a stand-alone credential. This is a previously approved CSC that has been modified based on changes in the AAS.

**Instructional Load:** None - courses are already taught in other programs and not at capacity. More technical courses will co-sit with current workforce offerings or be awarded by the CPL process.

**Scheduling:** Many of the courses will be completed through a credit for prior learning model when the students complete the required workforce certifications. The general education curriculum is transferable to the associate's degree and other programs at the college. the goal will be to develop technical cohorts for students to maximize enrollment.

**Transferability:** This program is not designed for transfer, however, the general studies courses are transferable.

**Accreditation Impact:** None

**ADMINISTRATORS ONLY**

**Acalog Owner**

**Program OID**

**Status**  Active-Visible  Inactive-Hidden

# Industrial Machinist

Program New

## General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a new Acalog shared core

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \*.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are adding new courses to this new program, please ensure a Course New Proposal has also been submitted.

Department\*

### Effective Year:

Term\*

Year\*

Program Title\*

Program Type\*

Degree Type\*

**Program Description\*** **Purpose:** The Industrial Machinist Career Studies Certificate is designed to provide skills necessary for entry-level industrial machinest jobs. manual machinists performing hands-on work with lathes, mills, grinders, drills, and presses.

**Occupational Objective:** Entry-Level CNC Machinist

**Admission Requirements:** All students will be required to demonstrate college readiness through assessment, and/or transcript review and may be required to take placement tests in math, writing, and reading to aid in placing students in the appropriate courses. Students who do not meet required placement levels must enroll in developmental studies courses.

Follow these steps to propose courses to the new program curriculum:

#### **Step 1**

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number and Course Title.

#### **Step 2**

Click on "View Curriculum Schema" then select "Add Core". When the New Core appears, expand the Core and enter the Core Title. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For removing courses click on the Delete and proceed.

Prospective Curriculum\*

### Program Requirements

SAF 130 OSHA 10 (1cr)  
BUS 226 Computer Business Applications (3cr)  
BUS 270 Interpersonal Dynamics (3cr)  
MAC 111 Machine Trade Theory and Computation I (3cr)  
MAC 121 Numerical Control I (3cr)  
MAC 122 Numerical Control II (3cr)  
MAC 126 Introduction to CNC Programming (3cr)  
MAC 161 Machine Shop Practices I (3cr)

**Total Credits - 22**

Provide the rationale for proposing this new program.\*

The Industrial Machinist CSC will be added to provide the level II CSC for students who wish to work in this field. This will allow students who chose this track within the Technical Studies program to earn the Level II CSC upon completion of the track.

### Impact of New Program (Please describe if there is an impact)

**Curriculum:** None - Courses are already offered as part of the existing curriculum and do not run at capacity. Additionally, the MAC courses will most likely be completed with the use of credit for prior learning and/or co-sit with the workforce courses. Necessary courses have already been approved by the curriculum committee.

**Instructional Load:** None - Courses are already offered as part of the existing curriculum and do not run at capacity. Additionally, the MAC courses will most likely be completed with the use of credit for prior learning and/or co-sit with the workforce courses.

**Scheduling:** No impact - students will be using primarily credit for prior learning and existing business courses.

**Transferability:** This program is not designed to transfer.

**Accreditation Impact:** None

Is this Program part of the VCCS Portfolio? \*  Yes  No

### ADMINISTRATORS ONLY

Acalog Owner

Status  Active-Visible  Inactive-Hidden

# Industrial Maintenance Technology, Career Studies Certificate - 221-990-00

## Program Change

### General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a change to an Acalog shared core

(Shared Core includes Science, AA&S)

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \* after importing data.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are modifying any courses within this program, please ensure a Course Change Proposal has also been submitted.

Department\*

#### **Effective Year:**

Term\*

Year\*

Program Title\* Industrial Maintenance Technology, Career Studies Certificate - 221-990-00

Program Type\*

Degree Type\*

Program Description\* Purpose: The purpose is designed to provide job skills necessary for employment as an entry-level industrial maintenance technician. Emphasis on industrial skills and mechanical maintenance.

Admission Requirements: All students will be required to demonstrate college readiness through transcript review or informed self-placement. Based on this review students may request or be required to enroll in prerequisite or corequisite math and/or English courses.

Follow these steps to propose changes to the program curriculum:

#### **Step 1**

To add new courses to the program curriculum.

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number, and Course Title.

#### **Step 2**

Click on "View Curriculum Schema". Select the core where the new course(s) should be added. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For **removing courses** click on the Delete and proceed.

Prospective Curriculum\*

### Program Requirements

SAF 130 OSHA 10 (1cr)  
SAF 127 Industrial Safety (2cr)  
BUS 116 Entrepreneurship (3cr)  
BUS 226 Computer Business Applications (3cr)  
MEC 154 Mechanical Maintenance I (3cr)  
MEC 161 Basic Fluid Mechanics I (3cr)  
WEL 123 Shielded Metal Arc Welding (3cr)

**Total Minimum Credits 18**

Provide the rationale for proposing this program change.\*

The Career Studies Certificates for the Technical Studies Program are designed to provide a level II CSC for students to provide a three-level stackable credential with a pathway from Non-credit to Credit. Each CSC is designed to be awarded as students complete the courses for their identified tracks. The CSC can be earned as a stand-alone credential.

### Impact of Proposed Change On (Please describe if there is an impact)

**Curriculum:** The Career Studies Certificates for the Technical Studies Program are designed to provide a level II CSC for students to provide a three-level stackable credential with a pathway from Non-credit to Credit. Each CSC is designed to be awarded as students complete the courses for their identified tracks. The CSC can be earned as a stand-alone credential. This is a previously approved CSC that has been modified based on changes in the AAS.

**Instructional Load:** None - courses are already taught in other programs and not at capacity. More technical courses will co-sit with current workforce offerings or be awarded by the CPL process.

**Scheduling:** Many of the courses will be completed through a credit for prior learning model when the students complete the required workforce certifications. The general education curriculum is transferable to the associate's degree and other programs at the college. the goal will be to develop technical cohorts for students to maximize enrollment.

**Transferability:** This program is not designed for transfer, however, the general studies courses are transferable.

**Accreditation Impact:** None

### ADMINISTRATORS ONLY

**Acalog Owner**

**Program OID**

**Status**  Active-Visible  Inactive-Hidden



# Liberal Arts, AA - Can Be Completed Online-650-01

## Program Change

### General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a change to an Acalog shared core

(Shared Core includes Science, AA&S)

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \* after importing data.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are modifying any courses within this program, please ensure a Course Change Proposal has also been submitted.

Department\*

### **Effective Year:**

Term\*

Year\*

Program Title\* Liberal Arts, AA - Can Be Completed Online-650-01

Program Type\*

Degree Type\*

**Program Description\*** **Purpose:** The Liberal Arts program is designed for students who plan to transfer to a four-year institution to complete a baccalaureate degree, usually the Bachelor of Arts degree, in the liberal arts or social sciences. Students are urged to acquaint themselves with the requirements of the major department in planning their programs. Students should select this curriculum if they intend to major in one of the following disciplines: Economics, English, Foreign Language, Pre-Law, History, Humanities, Journalism, Library Science, Literature, Philosophy, Political Science, Government, Religion, or Sociology.

**Admission Requirements:** All students will be required to demonstrate college readiness through transcript review or informed self-placement. Based on this review students may request or be required to enroll in prerequisite or corequisite math and/or English courses.

Follow these steps to propose changes to the program curriculum:

#### **Step 1**

To add new courses to the program curriculum.

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculog Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number, and Course Title.

#### **Step 2**

Click on "View Curriculum Schema". Select the core where the new course(s) should be added. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For **removing courses** click on the Delete and proceed.

**Liberal Arts Curriculum Degree Requirements:****Student Development (1cr)**

SDV 100 College Success Skills  
[Right] or any approved SDV course

**English (6 cr)**

ENG 111 College Composition I  
[Right] and

ENG 112 College Composition II

**Humanities/Arts/Literature (6cr)**

Humanities/Arts/Literature 3 Credits - Must be from a different category than previous course ART 100, ART 101, ART 102, MUS 121, HUM 201, HUM 202, HUM 210, HUM 220, HUM 256, HUM 259, PHI 100, PHI 111, PHI 220, REL 100, REL 230, REL 237, REL 240, ENG 255, ENG 245, ENG 246, ENG 250, ENG 255, ENG 258, ENG 275

Humanities/Arts/Literature 3 Credits from Art or Humanities - ART 100, ART 101, ART 102, MUS 121, HUM 201, HUM 202, HUM 210, HUM 220, HUM 256, HUM 259, PHI 100, PHI 111, PHI 220, REL 100, REL 230, REL 237, REL 240

**Social Sciences (6cr)**

Social & Behavioral Science Pick One Course (Non-History) ECO 150, ECO 201, ECO 202, GEO 210, GEO 220, PLS 135, PLS 140, PLS 241, PSY 200, SOC 200, SOC 211, SOC 268

Social & Behavioral Sciences Choose any History HIS 101, HIS 102, HIS 111, HIS 112, HIS 121, HIS 122

**Lab Sciences (4cr)**

Lab Science Choose 1 BIO 101, BIO 102, BIO 106, CHM 101, CHM 111, CHM 112, ENG 121, ENG 122, GOL 105, GOL 106, PHY 100, PHY 201, PHY 202, PHY 241, PHY 232

**Mathematics (3-4cr)**

Mathematics Choose One MTH 154, MTH 155, MTH 245, MTH 161, MTH 167, MTH 261

**Communication (3cr)**

CST 100 Principles of Public Speaking  
[Right] or CST 110 or CST 126

**Computer Competency (3cr)**

BUS 226 or ITE 152

**World Language (Including ASL) and Transfer Elective(s) (25-28cr)**

Students must complete through 202 in a foreign language. Those who have successfully completed Foreign language in high school may take a CLEP test in order to begin foreign language study at a level beyond 101. See advisor for additional information. Students who do not require the full two years of a foreign language must substitute transfer elective courses for the remaining credits.

## Total Minimum Credits: 60

Note: BIO 141, BIO 142, and BIO 145 do not meet the science requirement.

Students graduating from this program must demonstrate proficiency in specific computer competencies necessary for academic success, transfer, and employment. Individual programs may specify how computer competency is attained as part of the program. If not specified otherwise, computer competency is demonstrated by passing ITE 152 (transfer elective) or an equivalent competency test. Students are encouraged not to wait until the final semester to complete this requirement

<sup>1</sup>Transfer elective credits must be selected from the Approved Transfer Electives List. See an advisor, coach, faculty advisor or click here.

Students graduating from this program may be called upon to participate in a general education outcomes assessment during their last semester.

## Suggested Scheduling:

### First Year

### First Five

SDV 100 College Success Skills

ENG 111 College Composition I

BUS 226 or ITE 152

Social & Behavioral Sciences Choose any History HIS 101, HIS 102, HIS 111, HIS, 112, HIS 121, HIS 122

World Language Including ASL I

## Total Minimum Credits: 14

### Second Semester

ENG 112 College Composition II

Humanities/Arts/Literature 3 Credits from Art or Humanities - ART 100, ART 101, ART 102, MUS 121, HUM 201, HUM 202, HUM 210, HUM 220, HUM 256, HUM 259, PHI 100, PHI 111, PHI 220, REL 100, REL 230, REL 237, REL 240

Mathematics Choose One MTH 154, MTH 155, MTH 245, MTH 161, MTH 167, MTH 261

Social & Behavioral Science Pick One Course (Non-History) ECO 150, ECO 201, ECO 202, GEO 210, GEO 220, PLS 135, PLS 140, PLS 241, PSY 200, SOC 200, SOC 211, SOC 268

World Language Including ASL II

## Total Minimum Credits: 16

### Second Year

### Third Semester

Lab Science (I)

Foreign Language (III)

ITE 152 or Transfer Elective

CST 100 Principles of Public Speaking

Humanities/Arts/Literature 3 Credits - Must be from a different category than previous course ART 100, ART 101, ART 102, MUS 121, HUM 201, HUM 202, HUM 210, HUM 220, HUM 256, HUM 259, PHI 100, PHI 111, PHI 220, PHI 220, REL 230, REL 237, REL 240, ENG 255, ENG 245, ENG 246, ENG 250, ENG 255, ENG 258. ENG 275

Lab Science Choose 1 BIO 101, BIO 102, BIO 106, CHM 101, CHM 111, CHM 112, ENG 121, ENG 122, GOL 105, GOL 106, PHY 100, PHY 201, PHY 202, PHY 241, PHY 232

World Language Including ASL III  
Transfer Elective I

**Total Minimum Credits: 16**

#### Fourth Semester

World Language Including ASL IV  
Transfer Elective II  
Transfer Elective III  
Transfer Elective IV

**Total Minimum Credits: 14**

Provide the rationale for proposing this program change.\*

The Liberal Arts AA is a part of the transfer Virginia program rewrite that will solidify the students' options to explore World Languages and liberal arts as a part of their work towards a four-year degree in the field. Students will be advised to meet with an academic advisor to discuss coursework necessary for transfer.

#### Impact of Proposed Change On (Please describe if there is an impact)

**Curriculum:** No Change - just realignment with UCGS expectations

**Instructional Load:** No Change - all courses are currently offered

**Scheduling:** No Change - all courses are currently offered

**Transferability:** This degree is designed to transfer in its entirety to our four-year transfer partners through the Transfer Virginia work.

**Accreditation Impact:** None

#### ADMINISTRATORS ONLY

**Acalog Owner**

**Program OID**

**Status**  Active-Visible  Inactive-Hidden

# Paramedic, Career Studies Certificate-221-146-05

## Program Change

### General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a change to an Acalog shared core

(Shared Core includes Science, AA&S)

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \* after importing data.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are modifying any courses within this program, please ensure a Course Change Proposal has also been submitted.

Department\*

### **Effective Year:**

Term\*

Year\*

Program Title\* Paramedic, Career Studies Certificate-221-146-05

Program Type\*

Degree Type\*

Program Description\* **Purpose:** The purpose is to provide knowledge, skills and abilities for employment as an entry-level Paramedic.  
**Occupational Objective:** Paramedic  
**Admission Requirements:** All students must be currently certified Emergency Medical Technicians with the Virginia Office of EMS or the National Registry of EMTs. Students must also produce a BLS Provider CPR credential that is in date to be eligible for enrollment in this program.

Follow these steps to propose changes to the program curriculum:

#### **Step 1**

To add new courses to the program curriculum.

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number, and Course Title.

#### **Step 2**

Click on "View Curriculum Schema". Select the core where the new course(s) should be added. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For **removing courses** click on the Delete and proceed.

### Program Requirements

- BIO 145 Basic Human Anatomy & Physiology
- EMS 139 Special Populations
- EMS 140 Special Populations Lab
- EMS 141 Cardiovascular Care
- EMS 142 Cardiovascular Care Lab
- EMS 165 Advanced Cardiac Life Support (ACLS)
- EMS 167 Emergency Pediatric Care
- EMS 175 Paramedic Clinical Experience I
- EMS 202 Paramedic Pharmacology
- EMS 203 Advanced Patient Care
- EMS 204 Advanced Patient Care Lab
- EMS 206 Pathophysiology for Health Professions
- EMS 210 EMS Operations
- EMS 212 Leadership and Professional Development
- EMS 216 Paramedic Review
- EMS 247 Paramedic Clinical Experience II
- EMS 248 Paramedic Comprehensive Field Experience
- EMS 249 Paramedic Capstone Internship

**Total Minimum Credits: 29**

Provide the rationale for proposing this program change.\* Five courses from the AEMT CSC were added to this CSC by mistake. This correction is to remove the error and bring the CSC down to 29 credit hours per VCCS policy.

#### Impact of Proposed Change On (Please describe if there is an impact)

- Curriculum:** None - removal of courses from this program - AEMT remains the same
- Instructional Load:** None - removal of courses from this program - AEMT remains the same
- Scheduling:** None - removal of courses from this program - AEMT remains the same
- Transferability:** This CSC is not designed for transfer
- Accreditation Impact:** None - but brings GCC into compliance with VCCS policy.

#### ADMINISTRATORS ONLY

**Acatalog Owner**

**Program OID**

**Status**  Active-Visible  Inactive-Hidden

# Plumbing Technician

Program New

## General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a new Acalog shared core

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \*.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are adding new courses to this new program, please ensure a Course New Proposal has also been submitted.

Department\*

### Effective Year:

Term\*

Year\*

Program Title\* Plumbing Technician

Program Type\*

Degree Type\*

**Program Description\*** Purpose: This program is designed to provide job skills necessary for employment as an entry-level plumbing technician. Special emphasis is placed on the installation and repair of residential plumbing distribution systems.

Occupational Objective: Plumber Helpers; Entry-Level Plumber

Admission Requirements: All students will be required to demonstrate college readiness through assessment and/or transcript review and may be required to take placement tests in math, writing, and reading to aid in placing students in the appropriate courses. Students who do not meet required placement levels must enroll in developmental studies courses.

Follow these steps to propose courses to the new program curriculum:

#### **Step 1**

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number and Course Title.

#### **Step 2**

Click on "View Curriculum Schema" then select "Add Core". When the New Core appears, expand the Core and enter the Core Title. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For removing courses click on the Delete and proceed.

Prospective Curriculum\*

### Program Requirements

SAF 130 OSHA 10 (1cr)  
BUS 116 Entrepreneurship (3cr)  
BUS 226 Computer Business Applications (3cr)  
BLD 140 Principles of Plumbing Trade I (3cr)  
BLD 141 Principles of Plumbing Trade II (3cr)  
BLD 142 Principles of Plumbing Trade III (3cr)  
BLD 143 Plumbing Blueprint Reading (3cr)  
BLD 144 Plumbing and Code and Certification Preparation (3cr)

**Total Credits - 22**

Provide the rationale for proposing this new program.\*

The CSC will be added to provide the level II CSC for students who wish to work in this field. This will allow students who chose this track within the Technical Studies program to earn the Level II CSC upon completion of the track.

### Impact of New Program (Please describe if there is an impact)

**Curriculum:** None - Courses are already offered as part of existing curriculum and do not run at capacity. Additionally, the BLD courses will most likely be completed with the use of credit for prior learning and/or co-sit with the workforce courses. Necessary courses have already been approved by the curriculum committee.

**Instructional Load:** None - Courses are already offered as part of the existing curriculum and do not run at capacity. Additionally, the BLD courses will most likely be completed with the use of credit for prior learning and/or co-sit with the workforce courses.

**Scheduling:** No impact - students will be using primarily credit for prior learning and existing business courses.

**Transferability:** This program is not designed to transfer.

**Accreditation Impact:** None

Is this Program part of the VCCS Portfolio? \*  Yes  No

### ADMINISTRATORS ONLY

Acalog Owner

Status  Active-Visible  Inactive-Hidden



## Science, AS - 880

Program New

### General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a new Acalog shared core

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \*.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are adding new courses to this new program, please ensure a Course New Proposal has also been submitted.

Department\*

#### Effective Year:

Term\*

Year\*

Program Title\* Science, AS - 880

Program Type\*

Degree Type\*

**Program Description\*** **Purpose:** The Science program is designed for students who plan to transfer to a four-year institution to complete a baccalaureate degree in a pre-professional or scientific program. It is appropriate for students who plan to major in one of the biological or physical sciences, pharmacy, agriculture, forestry, science education, pre-medicine, pre-dentistry, pre-veterinary, nursing, or one of the many allied health professions.

**Advising Note - Students may choose a specific pathway to include Applied Mathematics, Biology, Chemistry, Computer Science, Environmental Science, Geology, or Physics. Students should meet with an advisor to select and take the appropriate capstone course, along with any capstone prerequisites, based on this selection.**

**Admission Requirements:** All students must demonstrate college readiness through transcript review or informed self-placement. Based on this review students may request or be required to enroll in prerequisite or corequisite math and/or English courses.

Follow these steps to propose courses to the new program curriculum:

#### **Step 1**

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number and Course Title.

#### **Step 2**

Click on "View Curriculum Schema" then select "Add Core". When the New Core appears, expand the Core and enter the Core Title. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For removing courses click on the Delete and proceed.

**Program Requirements****Student Development (1cr)**

SDV 100 College Success Skills

**English (6cr)**

ENG 111 College Composition I  
 ENG 112 College Composition II  
 [After] or  
 ENG 113 Technical -Professional Writing

**Humanities, Literature and Art (6cr)**

Humanities/Literature/Art - 3 Credits from Art or Humanities - ART 100, ART 101, ART 102, MUS 121, HUM 201, HUM 202, HUM 210, HUM 220, HUM 256, HUM 259, PHI 100, PHI 111, PHI 220, REL 100, REL 230, REL 237, REL 240  
 Humanities/Literature/Art - 3 Credits Must be from a different category than previous course ART 100, ART 101, ART 102, MUS 121, HUM 201, HUM 202, HUM 210, HUM 220, HUM 256, HUM 259, PHI 100, PHI 111, PHI 220, REL 100, REL 230, REL 237, REL 240, ENG 255, ENG 245, ENG 246, ENG 250, ENG 255, ENG 258, ENG 275

**Social and Behavioral Sciences (6cr)**

Social and Behavior Sciences Pick One Course ECO 150, ECO 201, ECO 202, GEO 210, GEO 220, PLS 135, PLS 140, PLS 241, PSY 200, SOC 200, SOC 211, SOC 268  
 Social and Behavioral Sciences Choose any History - HIS 101, HIS 102, HIS 111, HIS 112, HIS 121, HIS 122

**Lab Science (8cr)**

Lab Science Choose 2 (students may complete a sequential series or pick two different disciplines) BIO 101, BIO 102, BIO 106, CHM 101, CHM 111, CHM 112, ENV 121, ENV 122, GOL 105, GOL 106, PHY 100, PHY 201, PHY 202, PHY 241, PHY 242

**Mathematics (3-5cr)**

Math Choose One Course MTH 161, MTH 167, MTH 245, MTH 263

**Math or Science Elective (7-9cr)**

Math or Science Elective II  
 Math or Science Elective I

**Math, Science or Computer Science Elective (12cr)**

Math/Science/Computer Science Elective I  
 Math/Science/Computer Science Elective II  
 Math/Science/Computer Science Elective IV (if Needed)  
 Math/Science/Computer Science - Elective - III Elective (Student Selected Capstone) III

**Additional Transfer Electives (7-13cr)**

Additional Transfer Elective I  
 Additional Transfer Elective II  
 Additional Transfer Elective III (If Needed)

## First Year

### First Semester

SDV 100 College Success Skills  
ENG 111 College Composition I  
ITE 152 or BUS 226 Transfer Elective 3 (cr)  
Humanities/Literature/Art - 3 Credits from Art or Humanities - ART 100, ART 101, ART 102, MUS 121, HUM 201, HUM 202, HUM 210, HUM 220, HUM 256, HUM 259, PHI 100, PHI 111, PHI 220, REL 100, REL 230, REL 237, REL 240  
Lab Science I  
Math Choose One Course MTH 161, MTH 167, MTH 245, MTH 263

### Total Credits (17-18)

### Second Semester

ENG 112 College Composition II  
[After] or  
ENG 113 Technical -Professional Writing  
Lab Science II  
Math or Science Elective I  
Social and Behavioral Sciences Choose any History - HIS 101, HIS 102, HIS 111, HIS, 112, HIS 121, HIS 122

### Total Credits (13-15)

## Second Year

### Third Semester

Additional Transfer Elective I  
Math or Science Elective II  
Math/Science/Computer Science Elective II  
Math/Science/Computer Science Elective I  
Social and Behavior Sciences Pick One Course ECO 150, ECO 201, ECO 202, GEO 210, GEO 220, PLS 135, PLS 140, PLS 241, PSY 200, SOC 200, SOC 211, SOC 268

### Total Credits (At Least 14)

### Fourth Semester

Additional Transfer Elective II  
Math/Science/Computer Science Elective II  
Humanities/Literature/Art - 3 Credits Must be from a different category than previous course ART 100, ART 101, ART 102, MUS 121, HUM 201, HUM 202, HUM 210, HUM 220, HUM 256, HUM 259, PHI 100, PHI 111, PHI 220, REL 100, REL 230, REL 237, REL 240, ENG 255, ENG 245, ENG 246, ENG 250, ENG 255, ENG 258, ENG 275  
Math/Science/Computer Science - Elective - III Elective (Student Selected Capstone) III

### Total Credits (at Least 13)

### Total Minimum Credits - (60-62)

**Provide the rationale for proposing this new program.\***

This program is being updated from an AA&S to an AS in the Transfer Virginia redesign process. The changes are all done in accordance with state guidelines. The current degrees with tracks will be discontinued with a teachout plan for current students. This program will be supplemented with advising pathways to maintain all of the current tracks offered at Germanna.

**Impact of New Program (Please describe if there is an impact).**

**Curriculum:** This program is a redesign to change current programs into advising pathways - there are no new courses associated.

**Instructional Load:** This will not impact instructional load

**Scheduling:** This will not impact scheduling

**Transferability:** This degree is designed to be fully transferrable with the incorporation of the UCGS requirements and the specified pathways from Transfer Virginia.

**Accreditation Impact:** No Impact to accreditation.

**Is this Program part of the VCCS Portfolio?\***  Yes  No

**ADMINISTRATORS ONLY**

**Aalog Owner** Science & Engineering Pathway

**Status**  Active-Visible  Inactive-Hidden

## Social Science, AS - 882

Program New

### General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a new Acalog shared core

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \*.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are adding new courses to this new program, please ensure a Course New Proposal has also been submitted.

Department\*

#### Effective Year:

Term\*

Year\*

Program Title\* Social Science, AS - 882

Program Type\*

Degree Type\*

**Program Description\*** The Social Science AS degree program is designed for students who plan to pursue a Bachelor's degree in social science at a four-year college or university. Students who complete this program of study may be eligible to earn junior-class standing at a four-year college or university and will have completed courses that generally serve as prerequisites for advanced undergraduate coursework in social sciences. Like other transfer degree programs, students pursuing the Social Science AS take courses accepted at most public four-year institutions in various baccalaureate degree programs. However, social science programs differ greatly in their approaches to the undergraduate major students are urged to acquaint themselves with the degree requirements of potential college or university transfer destinations.

**Advising Note:** *Student should meet with an academic advisor to select Social Science and transfer electives that are appropriate for their advising pathway and intended transfer college.*

Admissions Requirements: All students must demonstrate college readiness through transcript review or informed self-placement. Based on their review students may request or be required to enroll in prerequisite or corequisite math and/or English Courses.

Follow these steps to propose courses to the new program curriculum:

#### **Step 1**

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number and Course Title.

#### **Step 2**

Click on "View Curriculum Schema" then select "Add Core". When the New Core appears, expand the Core and enter the Core Title. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For removing courses click on the Delete and proceed.

**Student Development (1cr)**

SDV 100 College Success Skills

**English (6cr)**

ENG 111 College Composition I  
 ENG 112 College Composition II  
 [After] or ENG 113 Technical Writing

3

**Communication Studies (3cr)**

CST 100 or 110 (3cr)

**Mathematics (3cr)**

Math Select One (MTH 155 or MTH 245 recommended) MTH 154, MTH 155, MTH 245

**Humanities, Literature and Art (6cr)**

Humanities/Literature/Art 3 Credits from Art or Humanities ART 100, ART 101, ART 102,  
 MUS 121, HUM 201, HUM 202, HUM 210, HUM 220, HUM 256, HUM 259, PHI 100, PHI 111,  
 PHI 220, REL 100, REL 230, REL 237, REL 240

Humanities/Literature/Art - 3 Credits Must be from a different category than previous  
 course ART 100, ART 101, ART 102, MUS 121, HUM 201, HUM 202, HUM 210, HUM 220,  
 HUM 256, HUM 259, PHI 100, PHI 111, PHI 220, REL 100, REL 230, REL 237, REL 240,  
 ENG 255, ENG 245, ENG 246, ENG 250, ENG 255, ENG 258. ENG 275

**Social and Behavioral Sciences (6cr)**

Social and Behavioral Sciences Choose any History HIS 101, HIS 102, HIS 111, HIS, 112,  
 HIS 121, HIS 122

SOC Pick One Course ECO 150, ECO 201, ECO 202, GEO 210, GEO 220, PLS 135, PLS 140,  
 PLS 241, PSY 200, SOC 200, SOC 211, SOC 268

**Lab Science (4cr)**

Lab Science Choose 1 BIO 101, BIO 102, BIO 106, CHM 101, CHM 111, CHM 112, ENG 121,  
 ENG 122, GOL 105, GOL 106, PHY 100, PHY 201, PHY 202, PHY 241, PHY 232

**Electives in Social Science (9cr)**

Social Science Additional Transfer Electives Choose 9 Credits of Social Science Electives  
 associated with chosen advising pathway

**Computer Competency - (3cr)**

Computer Competency Choose 1 BUS 226 or ITE 152

**Transfer Electives (19cr)****First Year**

## First Five

SDV 100 College Success Skills

ENG 111 College Composition I

Humanities/Literature/Art 3 Credits from Art or Humanities ART 100, ART 101, ART 102, MUS 121, HUM 201, HUM 202, HUM 210, HUM 220, HUM 256, HUM 259, PHI 100, PHI 111, PHI 220, REL 100, REL 230, REL 237, REL 240

Lab Science I

SOC Pick One Course ECO 150, ECO 201, ECO 202, GEO 210, GEO 220, PLS 135, PLS 140, PLS 241, PSY 200, SOC 200, SOC 211, SOC 268

**Total Credits: 14**

## Second Semester

ENG 112 College Composition II

[Right] or ENG 113 - Technical-Professional Writing

Humanities/Literature/Art - 3 Credits Must be from a different category than previous course ART 100, ART 101, ART 102, MUS 121, HUM 201, HUM 202, HUM 210, HUM 220, HUM 256, HUM 259, PHI 100, PHI 111, PHI 220, REL 100, REL 230, REL 237, REL 240, ENG 255, ENG 245, ENG 246, ENG 250, ENG 255, ENG 258. ENG 275

Math Select One (MTH 155 or MTH 245 recommended) MTH 154, MTH 155, MTH 245

Social and Behavioral Sciences Choose any History HIS 101, HIS 102, HIS 111, HIS, 112, HIS 121, HIS 122

CST 100 or 110 (3cr)

**Total Credits: 15**

## Second Year

### Third Semester

Social Science Transfer Elective II

Social Science Transfer Elective I

Transfer Elective III

Transfer Elective II

Transfer Elective I

**Total Credits: 15**

### Fourth Semester

One transfer elective must be 4 credit hours

Social Science Transfer Elective III

Transfer Elective IV

Transfer Elective V

Transfer Elective VI

Computer Competency Choose 1 BUS 226 or ITE 152

**Total Credits: 16**

## Total Minimum Credits: 60

Students graduating from this program must demonstrate specific computer competencies necessary for academic success, transfer, and employment. Individual programs may specify how computer competency is attained as part of the program. If not specified otherwise, computer competency is demonstrated by passing ITE 152/BUS 226 or an equivalent competency test. Students are encouraged to not wait until the final

semester to complete this requirement.

**Provide the rationale for proposing this new program.\***

The Social Science AS is a part of the transfer Virginia program rewrite and will ensure students who want to pursue the current programs of General Studies ADJ and PSY specialization will have a transferrable pathway to their four-year school of choice. Within the Social Science program, ADJ and PSY will be specific pathways for students to complete.

**Impact of New Program (Please describe if there is an impact).**

**Curriculum:** No Impact on the curriculum, all courses are currently taught.

**Instructional Load:** No Impact, All courses are currently assigned

**Scheduling:** No impact

**Transferability:** As a part of the Transfer VA program redesign, the degrees will be fully transferable to our four-year partners.

**Accreditation Impact:** No accreditation impact is anticipated, the Transfer Virginia Initiative is a reorganization of our degree programs rather than a significant shift in curriculum.

**Is this Program part of the VCCS Portfolio?\***  Yes  No

**ADMINISTRATORS ONLY**

**Aalog Owner**

**Status**  Active-Visible  Inactive-Hidden



# Technical Studies - AAS - 718

## Program Change

### General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a change to an Acalog shared core

(Shared Core includes Science, AA&S)

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \* after importing data.

**ATTACH** supporting documentation.

**LAUNCH** proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

**IMPORTANT:** If you are modifying any courses within this program, please ensure a Course Change Proposal has also been submitted.

Department\*

#### **Effective Year:**

Term\*

Year\*

Program Title\* Technical Studies - AAS - 718

Program Type\*

Degree Type\*

**Program Description\*** **Purpose:** The associate degree in Technical Studies-Industrial Maintenance is designed to assist companies through educating students on current industry and manufacturing practices. The degree allows students to have a work-based learning component in addition to the general education and technical foundation classes.

**Admission Requirements:** All students will be required to demonstrate college readiness through transcript review or informed self-placement. Based on this review students may request or be required to enroll in prerequisite or corequisite math and/or English courses.

Follow these steps to propose changes to the program curriculum:

#### **Step 1**

To add new courses to the program curriculum.

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number, and Course Title.

#### **Step 2**

Click on "View Curriculum Schema". Select the core where the new course(s) should be added. Next, click on "Add Courses" to access the list of courses from step 1. Then select the courses you wish to add.

For **removing courses** click on the Delete and proceed.

**Technical Studies Curriculum:**

**Degree Requirements**

**ENG 113 Technical-Professional Writing**

[After] Humanities-Any course from ART, ENG (Literature), HUM, MUS, PHI, REL, or Foreign Language

Social Sciences-Any two courses from ECO1, GEO, HIS, PLS, PSY2, or SOC

**HLT 106 First Aid and Safety**

**SDV 100 College Success Skills**

**MTH 111 or Higher**

**Total Credits: 18**

**Technical Foundations:**

**BUS 116 Entrepreneurship**

**BUS 226 Computer Business Applications**

**BUS 270 Interpersonal Dynamics**

**ELE 133 Practical Electricity I**

**SAF 127 Industrial Safety**

**SAF 130 OSHA 10**

**BLD 101 Construction Management I**

**BLD 110 Introduction to Construction**

**BLD 115 Building Codes**

**BLD 195 Topics In**

**Total Credits: 27**

**Track Content**

Students select one track to complete degree program

Track - - Selected Track

**Total Credits: 15**

**Total Minimum Credits: 60**

Before registering for classes, students should check the prerequisites listed with the course descriptions in the back of the catalog. Normally, a full-time student would register for courses in the following sequence; however, apprenticeship offerings may alter this sequence.

**Suggested Scheduling:**

**First Year**

### First Five

SDV 100 College Success Skills  
ELE 133 Practical Electricity I  
ENG 113 Technical-Professional Writing  
BUS 226 Computer Business Applications  
Soc - Any one Social Science Course  
HLT 106 First Aid and Safety

**Total Credits: 15**

### Second Semester

SAF 127 Industrial Safety  
SAF 130 OSHA 10  
BLD 101 Construction Management I  
BLD 110 Introduction to Construction  
BLD 115 Building Codes  
Soc - Any one Social Science Course

**Total Credits: 15**

### Second Year

### Third Semester

BUS 116 Entrepreneurship  
BUS 270 Interpersonal Dynamics  
HUM - Any Humanities Course  
MTH 111 or Higher

**Total Credits: 12**

### Fourth Semester

BLD 195 Topics In  
Track - - Selected Track

**Total Credits: 18**

### Asphalt Technician

CIV 193 Studies In  
CIV 195 Topics In  
IND 193 Studies In Slurry Surfacing & Surface Treatment  
IND 195 Topics In Asphalt Mix Design  
CIV 196 Onsite Training (3cr)

**Total Credits - 15**

Construction Craft Technician

BLD 102 Construction Management (3cr)  
BLD 125 Introduction to Carpentry Trades (3cr)  
BLD 193 Studies in Properties and Placement of Concrete (3cr)  
BLD 135 Building Construction Property (3cr)  
BLD 187 Structure Completion (3cr)

**Total Credits - 15**

### **Welding**

WEL 100 Fundamentals of Welding (3cr)  
WEL 120 Introduction to Welding (3cr)  
WEL 123 Shielded Metal Arc Welding  
WEL 160 Gas Metal Arc Welding (3cr)  
WEL 161 Flux Core Arc Welding (3cr)

**Total Credits - 15**

### **Industrial Machinist Track**

MAC 111 Machine Trade Theory and Computation I (3cr)  
MAC 126 Introduction to CNC Programming (3cr)  
MAC 121 Numerical Control I (3cr)  
MAC 122 Numerical Control II - (3cr)  
MAC 161 Machine Shop Practices I

**Total Credits: 15**

### **Plumbing**

BLD 140 Principles of Plumbing I (3cr)  
BLD 141 Principles of Plumbing II (3cr)  
BLD 142 Principles of Plumbing III (3cr)  
BLD 143 Plumbing Blueprint Reading  
BLD 144 Plumbing Code and Certification Preparation (3cr)

**Total Credits - 15**

### **Carpentry**

BLD 133 Carpentry Framing III (5cr)  
BLD 131 Carpentry Framing I (5cr)  
BLD 132 Carpentry Framing II (5cr)

**Total Credits: 15**

### **Heavy Equipment Operator**

CIV 225 Soil Mechanics (3cr)  
CIV 195 Topics In  
HVE 161 Heavy Equipment Operator 1 (7cr)  
HVE 195 Topics in Heavy Equipment Operator II (3cr)

**Total Credits: 15**

**H.V.A.C. Mechanic**

- AIR 121 Air Conditioning and Refrigeration I
- AIR 122 Air Conditioning and Refrigeration II
- AIR 123 Air Conditioning and Refrigeration III
- AIR 124 Air Conditioning and Refrigeration IV
- AIR 276 Refrigerant Usage EPA Certification
- CAD 135 Electrical and Electronic Blueprint Reading

**Total Credits: 15cr**

**Industrial Electrician**

- ELE 127 Residential Wiring Methods
- ELE 131 National Electrical Code I
- ELE 150 A.C. and D.C. Circuit Fundamentals
- ELE 173 Commercial Wiring Methods
- ELE 245 Industrial Wiring

**Total Credits: 15cr**

**Provide the rationale for proposing this program change.\***

This program is being updated to provide alignment between program, tracks, and Career Studies certificates with additional important business courses added to best prepare our students to manage either their businesses or work as supervisors in their selected trade. The program is specifically designed to be earned as the student is concurrently working through the workforce curriculum and certifications. Students should be advised that they will need to take 25% of their coursework at Germanna to meet the residency requirements.

**Impact of Proposed Change On (Please describe if there is an impact)**

- Curriculum:** The curriculum aligns to courses currently offered at Germanna and allows for appropriate Math choices to maximize course utilization across technical certificate and degree programs. This will also benefit new dual enrollment options for students to pursue programs with a career focus rather than a transfer focus.
- Instructional Load:** This program will maximize the efficient utilization of current workforce faculty and allow our students to choose the appropriate pathway (credit or workforce) for their educational and career goals.
- Scheduling:** These courses are currently scheduled in the existing academic schedule. The students in this program will increase enrollments in traditionally under-enrolled courses and allow for efficient use of classroom space. An example would be ENG113 Technical Writing with traditionally low enrollment, and these students would increase total enrollment.
- Transferability:** This program is not designed to transfer. However, all general education courses within the program are transferable to our four-year partners in a business program.
- Accreditation Impact:** None

**ADMINISTRATORS ONLY**

**Acalog Owner**

**Program OID**

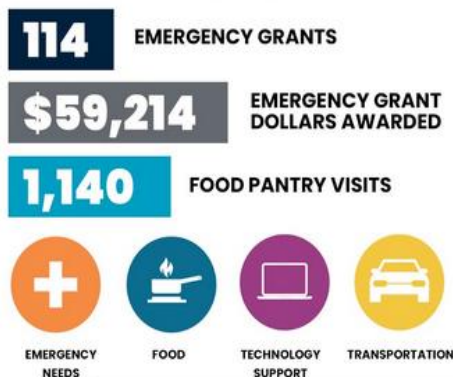
**Status**  Active-Visible  Inactive-Hidden

# GERMANNA EDUCATIONAL FOUNDATION

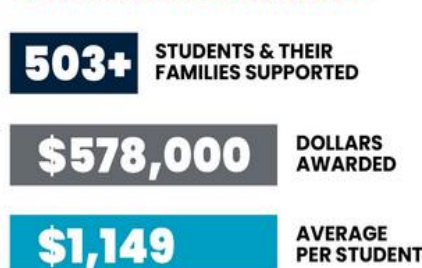
College Board Report  
March 14, 2024

- Bruce L. Davis retired March 1<sup>st</sup>, 2024 – Gala in honor of Bruce and our students was a smashing success.
  - Raising over **\$120,500** and over **210** people RSVP'd for the event.
  - Auction and games at the event raised over \$9,000 – which exceeds last year's auction by 13%
  - [GCC 'Programs' Gala 2024 Full NEW \(youtube.com\)](#) – Student video played at the event – Special thanks to Mike Zitz and our students
    - Hussein Alkhayat – Engineering student
    - Natalie Buckley – Gladys P. Todd Academy
    - Jheneya Cotton – Germanna Scholar
    - CJ Hall – Smart Start student
    - Jerry Diaz Rivera - Gladys P. Todd Academy
  - Thank you to everyone that sponsored, bought tickets, gave auction items, and helped with gift cards – we could not have done it without your support!
  
- Two new employees began in the foundation on February 11, 2024
  - Lisa Ferreira – Donor Relations Coordinator
  - Alec Mallmann – Giving and Scholarship Coordinator
  
- Paul Griggs and David Swanson finalizing financial statement and audit.
  - January and February total contributions **\$353,179.61**

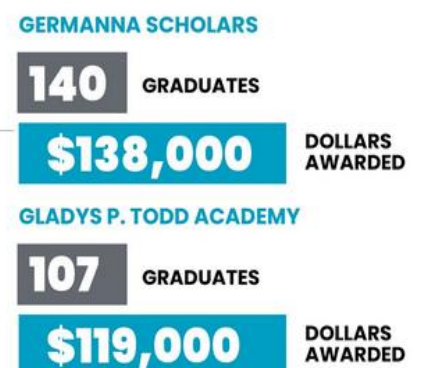
## 2022-23 IMPACT GERMANNA CARES



## 2022-23 IMPACT GERMANNA GUARANTEE



## 2022-23 IMPACT EARLY COLLEGE



SAVE THE DATE

# BRUCE L. DAVIS GOLF TOURNAMENT

MONDAY, MAY 20 • 9 a.m.

9 a.m. Registration  
10 a.m. Shotgun start

**GERMANNA**  
COMMUNITY COLLEGE

**Fredericksburg Country Club**  
11031 Tidewater Trail, Fredericksburg, VA

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| Transfusion Sponsor         | \$1,000  |
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| Par 3 Sponsor               | \$500    |
| Putting Green Sponsor       | \$500    |
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| Breakfast Sandwich Sponsor  | \$500    |
| Registration Sponsor        | \$500    |
| Hole Sponsor                | \$350    |
| Foursome registration       | \$600    |
| Individual Registration     | \$175    |

Contact [foundation@germanna.edu](mailto:foundation@germanna.edu)  
or (540) 423-9060 to reserve your spot





# GERMANNA

OFFICE OF  
HUMAN RESOURCES

**FY 2023–2024 3<sup>rd</sup> Quarter Update**

# RECRUITMENT

- **Since July 1, 2023**
  - Hired to Date = 198 new employees
- **Fiscal year 2022–2023**
  - Total Hired = 259 new employees
- **Fiscal year 2021–2022**
  - Total Hired = 212 new employees

# PROFESSIONAL DEVELOPMENT

- Launched two new leadership development programs in January 2024
  - “Future Executive Leaders”
  - “Next-Level Leadership”
- Co-horts meet monthly throughout 2024

# BENEFITS & WELLNESS FAIR

- For all employees
  - April 18<sup>th</sup> 9am-4pm
  - Locust Grove & Fredericksburg locations
- 18 vendors participating

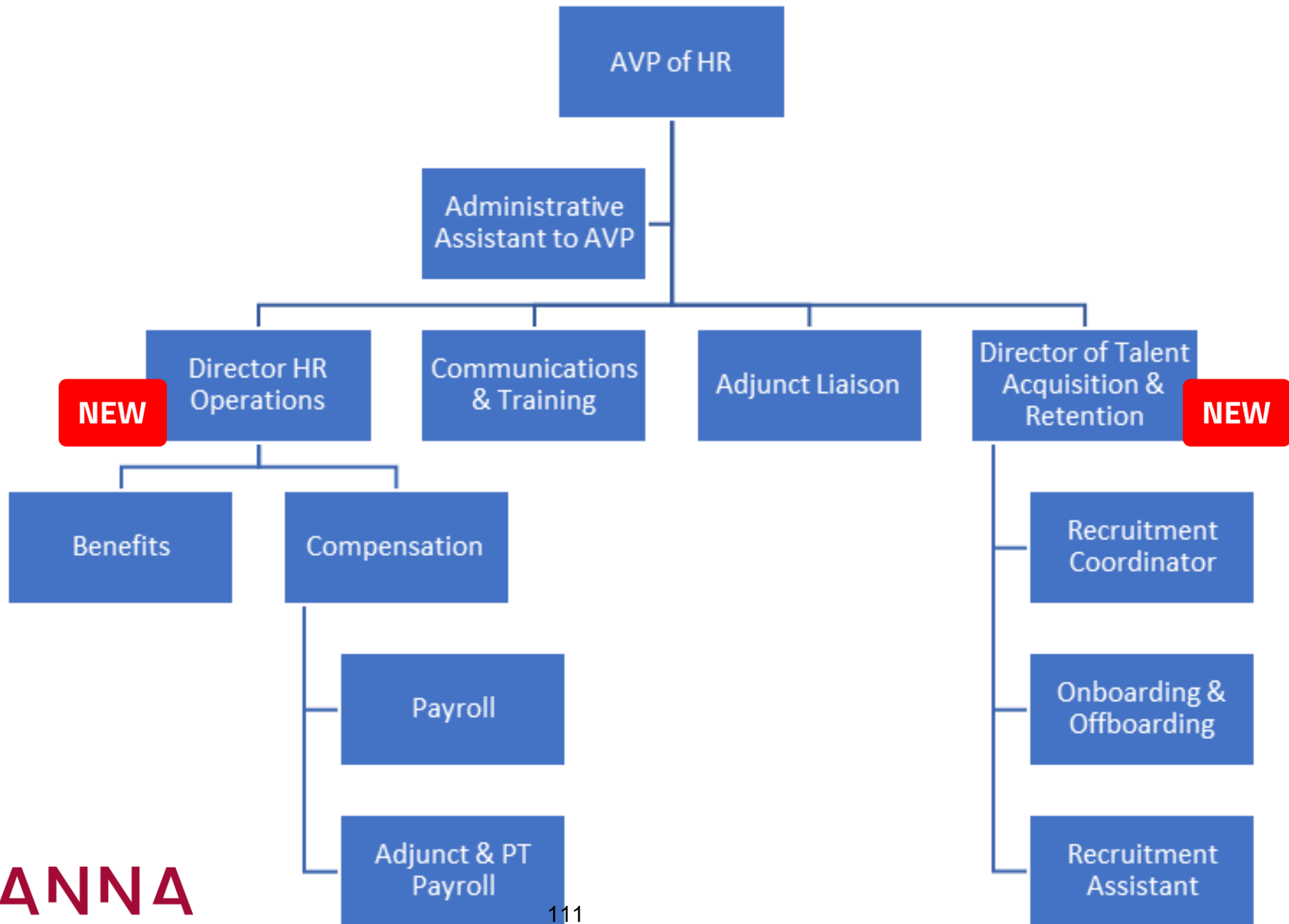
# EDUCATIONAL AID & CONTINUOUS LEARNING (FY 24 – TO DATE)

GCC employees have received substantial assistance toward higher education pursuits:

- **Educational Aid**
  - **42 awards**
  - **\$131,097**
- **Continuous Learning**
  - **33 awards**
  - **134 credit hours (value of \$22,646)**

# HR STAFFING

- Currently interviewing candidates for:
  - Payroll Specialist
  - Director of HR Operations (new)
  - Director of Talent Acquisition & Retention (new)



# GERMANNA

## COMMUNITY COLLEGE

### PTS & Workforce Update



# WORKFORCE OPPORTUNITIES

- Skilled Trades
  - Core Craft, Electrical, HVAC, Plumbing, Welding, HEO, Asphalt, Machining, Fiber Optic, CDL, Solar, Carpentry, OSHA, Intermediate Work Zone, Automotive and License Recertifications
- IT
  - CompTIA Fundamentals and A+
- Healthcare
  - CNA, CMA, MOS, Phlebotomy, EMT, AEMT, Dental, Behavioral Health
- Business
  - Project Management Professional

# SKILLED TRADES

| Subject           | FY 22-23   | As of 2/24 | % Change      |
|-------------------|------------|------------|---------------|
| Electrical        | 91         | 228        | 60.00%        |
| HVAC              | 24         | 96         | 75.00%        |
| Plumbing          | 6          | 15         | 60.00%        |
| Welding           | 17         | 27         | 37.00%        |
| HEO               | 22         | 17         | -22.00%       |
| Carpentry         | 0          | 6          |               |
| Core Craft Skills | 202        | 187        | -7.00%        |
| Machining         | 8          | 9          | 11%           |
| Forklift          | 0          | 10         |               |
| IWZ               | 82         | 113        | 27.00%        |
| OSHA              | 4          | 23         | 83.00%        |
|                   | <b>464</b> | <b>731</b> | <b>37.00%</b> |

# ELECTRICAL LEVEL RETENTION

| <b>Electrical</b> | <b>FY 22 - 23</b> | <b>As of 2/24</b> |
|-------------------|-------------------|-------------------|
| Level 1           | 53                | 100               |
| Level 2           | 20                | 64                |
| Level 3           | 10                | 38                |
| Level 4           | 8                 | 26                |
| Total             | 91                | 228               |

# SKILLED TRADES

- Asphalt – 2021 (FY22-23) As of 2/24 – YTD 1677 (FY23-24)
- CDL – 579 (FY22-23) As of 2/24 – YTD 403 (FY23-24)
- Upcoming Courses
  - Fiber Optic Technician
  - Sprinkler Technician
  - Solar Technician

# IT

| Subject              | FY 22-23 | As of 2/24 | % Change |
|----------------------|----------|------------|----------|
| CompTIA Fundamentals | 35       | 45         | 22%      |
| CompTIA A+           | 23       | 29         | 21%      |
|                      | 58       | 74         | 22%      |

## Upcoming Courses

- SPLUNK
- Red Hat

# IT - CREDIT

- Overall (ITD-ITE-ITP-ITN-CSC)
  - Fall 22 – Fall 23 – +18% (342 students)
  - Spring 23 – Spring 24 – +11% (175 students)
- Computer Science
  - Fall 22 – Fall 23 – +47% (89 students)
  - Spring 23 – Spring 24 – +30% (57 students)
- TTIP – 20 students that transfer into Computer Science at Virginia Universities

# HEALTHCARE

| Subject           | FY 22-23 | As of 2/24 | % Change |
|-------------------|----------|------------|----------|
| Phlebotomy        | 12       | 26         | 53%      |
| Dental            | 47       | 17         |          |
| EMT/AEMT          | 2        | 9          | 78%      |
| CMA               | 19       | 3          |          |
| CNA               | 8        | 0          |          |
| Nurse Aide        | 20       | 15         |          |
| Behavioral Health | 0        | 6          |          |

# HEALTHCARE

- Upcoming Courses
  - Certified Billing and Coding
  - Doula
  - EKG
  - Patient Care Technician
- Ed2Go Courses
  - Certified Clinical Medical Assistant
  - Sterile Processing Technician
  - Certified Physical Therapy Aide



# BUSINESS

- Project Management Professional
- Ed2Go
  - QuickBooks
  - Certified Paralegal
  - Certified Professional Life Coach
  - Digital Court Reporting
  - Human Resource Professional
  - Professional Translator
  - Career Exploration
  - GED/SAT Prep

# CREDENTIALIALS

- Credentials Awarded
  - FY 22-23 – 2422 credentials awarded
  - As of 2/24 – FY 23-24 YTD – 1039 credentials awarded

# QUESTIONS



**GERMANNA COMMUNITY COLLEGE**

**FY24 LOCAL FUNDS FINANCIAL REVIEW**

**FOR THE EIGHT MONTHS ENDING FEBRUARY 28, 2024**

**GERMANNA COMMUNITY COLLEGE BOARD**  
**MARCH 14, 2024**

# FY24 LOCAL FUNDS FINANCIAL ANALYSIS

- Highlights of the FY24 results through February 28, 2024:
- Unrestricted Funds – Unrestricted Fund Balance/Net Assets have increased by \$140K. Locality contributions and student fees are trending as budgeted. Significant expenditures for this year include the debt service payment of \$408K for the Fredericksburg campus parking garage and \$175K for sustaining the new college website. Investment performance is trending up after two dull years. *Unrestricted Funds details are noted on slides 5-9.*
- Restricted Funds – Over \$6M has been received and disbursed for Federal Aid awards.
- Plant Funds – Locality contributions of \$347K have been received, with \$172K designated as maintenance reserves and \$175K designated for the Locust Grove replacement fund. The Stafford maintenance reserve paid out \$1.55M to the Foundation for the Center Street buildout in January. The fund balance is \$4.1M with \$2.6M in the Unexpended Plant Fund and \$1.4M in the Investment in Plant Fund. *Details of the Unexpended Plant Fund are noted on slides 10 and 11.*
- Endowment Fund – After approval from the Attorney General, the remaining endowments were transferred to the Foundation in September 2022.

# LOCAL FUNDS FY24 STATEMENT OF CHANGES

|   | <u>Unrestricted</u>     | <u>Restricted</u>       | <u>Plant</u>            |
|---|-------------------------|-------------------------|-------------------------|
| <b>Revenues:</b>                            |                         |                         |                         |
| Unrestricted Current Fund Revenue           | 1,023,721               | -                       | -                       |
| Local Appropriations - Restricted           | -                       | -                       | 346,819                 |
| Federal Grants and Contracts - Restricted   | -                       | 6,258,015               | -                       |
| Private Grants and Contracts - Restricted   | -                       | 13,709                  | -                       |
| Investment Income                           | -                       | -                       | 39,429                  |
| <b>Total Revenues and Other Additions:</b>  | <b><u>1,023,721</u></b> | <b><u>6,271,724</u></b> | <b><u>386,248</u></b>   |
| <b>Expenditures:</b>                        |                         |                         |                         |
| Educational and General                     | 374,226                 | 6,258,420               | -                       |
| Auxiliary Enterprise Expenditures           | 509,752                 | -                       | -                       |
| Expended for Plant Facilities               | -                       | -                       | 1,550,000               |
| <b>Total Expenditures</b>                   | <b><u>883,978</u></b>   | <b><u>6,258,420</u></b> | <b><u>1,550,000</u></b> |
| <b>Net Increase/(Decrease) for the Year</b> | <b>139,743</b>          | <b>13,304</b>           | <b>(1,163,752)</b>      |
| <b>Fund Balances</b>                        | <b><u>8,298,024</u></b> | <b><u>69,285</u></b>    | <b><u>5,250,702</u></b> |
| <b>Fund Balances at the End of Period</b>   | <b><u>8,437,767</u></b> | <b><u>82,589</u></b>    | <b><u>4,086,950</u></b> |

- Unrestricted Funds are reviewed in greater detail on slides 5 through 9.
- Restricted Funds are pass through items, primarily federal financial aid.
- Plant Funds are reviewed in greater detail on slides 10 and 11.

# LOCAL FUNDS FY24 BALANCE SHEET

|   | <u>Unrestricted</u>     | <u>Restricted</u>     | <u>Plant</u>            | <u>Agency</u>         |
|---|-------------------------|-----------------------|-------------------------|-----------------------|
| <b>Assets:</b>                              |                         |                       |                         |                       |
| Cash  | 5,051,199               | 107,589               | 1,396,838               | 175,942               |
| Petty Cash                                  | 1,000                   | -                     | -                       | -                     |
| Cash Equivalents                            | 1,043,896               | -                     | 1,244,757               | -                     |
| Investments                                 | 1,949,986               | -                     | -                       | -                     |
| Current Receivables                         | 16,674                  | -                     | -                       | -                     |
| Current A/R Allowance                       | (72)                    | -                     | -                       | -                     |
| Due From Other Funds                        | 375,000                 | -                     | -                       | -                     |
| Investment in Plant Assets                  | -                       | -                     | 1,445,354               | -                     |
| <b>Total Assets:</b>                        | <u><u>8,437,683</u></u> | <u><u>107,589</u></u> | <u><u>4,086,949</u></u> | <u><u>175,942</u></u> |
| <b>Liabilities:</b>                         |                         |                       |                         |                       |
| Deposits Pending                            | 84                      | -                     | -                       | -                     |
| Due to Other Funds                          | -                       | (25,000)              | -                       | -                     |
| <b>Fund Balances</b>                        | <u><u>8,437,767</u></u> | <u><u>82,589</u></u>  | <u><u>4,086,950</u></u> | <u><u>175,942</u></u> |
| <b>Total Liabilities and Fund Balances:</b> | <u><u>8,437,683</u></u> | <u><u>107,589</u></u> | <u><u>4,086,950</u></u> | <u><u>175,942</u></u> |

- Unrestricted Funds are reviewed in greater detail on slides 5 through 9.
- Restricted Funds are pass-through items, primarily federal financial aid.
- Plant Funds are reviewed in greater detail on slides 10 and 11.
- Agency Funds are local financial aid pass-through items and funds held in trust for college sponsored organizations.

# LOCAL OPERATING / COLLEGE BOARD FUND BUDGET

- FY24 Operating Fund contributions and spending are proceeding according to plan.

| Fund 40001                      | FY20           | FY21           | FY22             | FY23             | FY24             | FY24 Budget      |
|---------------------------------|----------------|----------------|------------------|------------------|------------------|------------------|
| <b>Beginning Cash</b>           | <b>455,492</b> | <b>614,159</b> | <b>831,762</b>   | <b>1,008,368</b> | <b>1,184,704</b> | <b>1,184,704</b> |
| Spotsylvania                    | 89,171         | 89,171         | 89,171           | 89,171           | 44,586           | 89,171           |
| Stafford                        | 48,858         | 48,858         | 48,858           | 48,858           | 36,644           | 48,858           |
| Caroline                        | 6,539          | 6,866          | 6,866            | 7,209            | 7,209            | 7,209            |
| Culpeper                        | 28,158         | 28,158         | 28,158           | 28,158           | 28,158           | 28,158           |
| Orange                          | 16,931         | 41,931         | 41,931           | 41,931           | 41,931           | 41,931           |
| Madison                         | 4,535          | 4,535          | 4,535            | 4,535            | 4,000            | 4,535            |
| Fredericksburg                  | 9,291          | 9,291          | 9,291            | 9,291            | 6,968            | 9,291            |
| Interest Income                 | 1,849          | 935            | 339              | (2,946)          | 1,928            | 500              |
| <b>Total Revenues</b>           | <b>205,332</b> | <b>229,745</b> | <b>229,149</b>   | <b>226,207</b>   | <b>171,423</b>   | <b>229,653</b>   |
| Expenses by Department          |                |                |                  |                  |                  |                  |
| Employee REL-FAC                | 8,040          | 2,923          | 11,977           | 18,840           | 10,864           | 15,000           |
| Student Development Programs    | 7,169          | 6,133          | 7,100            | 19,365           | 4,609            | 15,000           |
| Student Recruitment             | 8,022          | 1,882          | 11,908           | 11,666           | 9,210            | 12,000           |
| Contingency                     | -              | 1,204          | 6,924            | -                | -                | 27,500           |
| Dean of Inst Effectiveness      | -              | -              | -                | -                | -                | 10,000           |
| Physical Plant                  | 23,435         | -              | 20,154           | -                | -                | 30,000           |
| <b>Total Expenses</b>           | <b>46,666</b>  | <b>12,142</b>  | <b>58,063</b>    | <b>49,871</b>    | <b>24,683</b>    | <b>109,500</b>   |
| <b>Annual Surplus (Deficit)</b> | <b>158,666</b> | <b>217,604</b> | <b>171,086</b>   | <b>176,336</b>   | <b>146,740</b>   | <b>120,153</b>   |
| Transfers                       | -              | -              | 5,519            | -                | -                | 25,000           |
| <b>Net Assets</b>               | <b>614,159</b> | <b>831,762</b> | <b>1,008,368</b> | <b>1,184,704</b> | <b>1,331,444</b> | <b>1,329,857</b> |



# VENDING FUND BUDGET

- Commissions are slow to be realized. The College Branding Project has been completed, but there are ongoing enhancements to the website. A transfer of \$65K was received as reimbursement of the GoVA matching expenses on the Commissions Contingency line.

| Fund 40002                      | FY20             | FY21             | FY22             | FY23             | FY24             | FY24 Budget      |
|---------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| <b>Beginning Cash</b>           | <b>2,301,634</b> | <b>2,506,078</b> | <b>2,458,736</b> | <b>2,903,277</b> | <b>1,947,449</b> | <b>1,947,449</b> |
| Bookstore Commissions           | 247,194          | 139,954          | 174,781          | 138,887          | 44,358           | 120,000          |
| Vending Commissions             | 9,234            | -                | 4,457            | 8,477            | 4,856            | 5,000            |
| Vending Commissions             | -                | -                | 533              | -                | 556              | -                |
| Investment Income               | 20,657           | 10,993           | 4,893            | (15,895)         | 80,110           | 5,000            |
| Investment Income               | (28,471)         | 2,033            | (7,059)          | -                | -                | -                |
| <b>Total Revenues</b>           | <b>248,613</b>   | <b>152,980</b>   | <b>177,605</b>   | <b>131,468</b>   | <b>129,880</b>   | <b>130,000</b>   |
| Expenses by Department          |                  |                  |                  |                  |                  |                  |
| Diversity and Inclusion         | 5,637            | 9,584            | 7,474            | 6,509            | 2,456            | 12,000           |
| College Branding                | -                | 194,699          | 244,808          | 159,198          | 175,530          | -                |
| Regional Activities             | 4,347            | 4,599            | 5,654            | 5,855            | 6,036            | 10,000           |
| Commissions Contingency Reserve | -                | -                | 76,546           | 318,085          | 34,344           | 275,000          |
| President's Discretionary       | 513              | -                | 6,285            | 2,050            | 746              | 10,000           |
| Fiscal Operating                | 89,391           | (9,098)          | (20,376)         | 13,674           | 97               | 25,000           |
| Travel & Meals - Excess         | -                | -                | 124              | 1,501            | 1,126            | 1,000            |
| Auxiliary Plant Maintenance     | 46,278           | 538              | 7,031            | 3,617            | 12,201           | 20,000           |
| <b>Total Expenses</b>           | <b>146,166</b>   | <b>200,322</b>   | <b>327,545</b>   | <b>510,489</b>   | <b>232,536</b>   | <b>353,000</b>   |
| <b>Annual Surplus (Deficit)</b> | <b>102,447</b>   | <b>(47,342)</b>  | <b>(149,940)</b> | <b>(379,021)</b> | <b>(102,656)</b> | <b>(223,000)</b> |
| Other Transfers                 | -                | -                | 600,000          | (600,000)        | -                | -                |
| Other Transfers                 | 101,997          | -                | (5,519)          | 23,193           | 65,468           | -                |
| <b>Net Assets</b>               | <b>2,506,078</b> | <b>2,458,736</b> | <b>2,903,277</b> | <b>1,947,449</b> | <b>1,910,260</b> | <b>1,724,449</b> |

# STUDENT ACTIVITY FUND BUDGET

- Student Activity Fund is showing a surplus for the year. The State Board–approved Student Activity Fee increase is providing more robust resources this year.

| Fund 40003                      | FY20           | FY21           | FY22           | FY23           | FY24           | FY24 Budget    |
|---------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| <b>Beginning Cash</b>           | <b>39,187</b>  | <b>64,085</b>  | <b>84,251</b>  | <b>96,554</b>  | <b>93,774</b>  | <b>93,774</b>  |
| Student Activity Fees           | 205,869        | 204,925        | 202,057        | 207,946        | 130,289        | 268,686        |
| <b>Total Revenues</b>           | <b>205,869</b> | <b>204,925</b> | <b>202,057</b> | <b>207,946</b> | <b>130,289</b> | <b>268,686</b> |
| Expenses by Department          |                |                |                |                |                |                |
| Student Activities              | 37,752         | 51,227         | 49,387         | 59,289         | 35,892         | 68,000         |
| Student Organizations           | 32,677         | 17,364         | 30,633         | 41,258         | 15,708         | 40,000         |
| Student Projects                | 29,544         | 24,142         | 23,965         | 21,475         | 14,973         | 25,000         |
| Dean of Student Services        | 25,000         | 25,133         | 25,116         | 27,881         | 25,210         | 28,000         |
| Lecture & Culture               | 24,249         | 32,356         | 28,227         | 19,957         | 17,708         | 28,000         |
| Student Recognition             | 1,338          | 1,500          | -              | 3,999          | 1,759          | 4,000          |
| Wellness & Recreation           | 26,867         | 31,343         | 30,117         | 32,802         | 500            | 30,000         |
| Co-Curricular Programs          | 3,544          | 1,695          | 2,309          | 4,064          | 5,256          | 5,000          |
| <b>Total Expenses</b>           | <b>180,971</b> | <b>184,759</b> | <b>189,754</b> | <b>210,726</b> | <b>117,006</b> | <b>228,000</b> |
| <b>Annual Surplus (Deficit)</b> | <b>24,898</b>  | <b>20,165</b>  | <b>12,303</b>  | <b>(2,780)</b> | <b>13,283</b>  | <b>40,686</b>  |
| Transfers                       | -              | -              | -              | -              | -              | (25,000)       |
| <b>Net Assets</b>               | <b>64,085</b>  | <b>84,251</b>  | <b>96,554</b>  | <b>93,774</b>  | <b>107,057</b> | <b>109,460</b> |

# PARKING AUXILIARY FUND BUDGET

- This Parking Auxiliary Fund is showing a surplus for the year. However, this fund is expected to be left with minimal reserves upon completion of the Locust Grove parking lot project, which may extend into the next fiscal year.

| Fund 40203                      | FY20           | FY21             | FY22           | FY23             | FY24             | FY24 Budget        |
|---------------------------------|----------------|------------------|----------------|------------------|------------------|--------------------|
| <b>Beginning Cash</b>           | <b>765,763</b> | <b>956,018</b>   | <b>712,829</b> | <b>835,843</b>   | <b>1,874,950</b> | <b>1,874,950</b>   |
| Parking Fees                    | 240,336        | 239,557          | 236,860        | 242,045          | 117,974          | 235,000            |
| Interest                        | 4,213          | 1,161            | 722            | 2,939            | 6,963            | 500                |
| <b>Total Revenues</b>           | <b>244,548</b> | <b>240,718</b>   | <b>237,582</b> | <b>244,983</b>   | <b>124,938</b>   | <b>235,500</b>     |
| Expenses by Department          |                |                  |                |                  |                  |                    |
| Parking Expenses                | 54,293         | 483,907          | 114,568        | 55,877           | 55,153           | 1,857,177          |
| <b>Total Expenses</b>           | <b>54,293</b>  | <b>483,907</b>   | <b>114,568</b> | <b>55,877</b>    | <b>55,153</b>    | <b>1,857,177</b>   |
| <b>Annual Surplus (Deficit)</b> | <b>190,255</b> | <b>(243,189)</b> | <b>123,014</b> | <b>189,106</b>   | <b>69,784</b>    | <b>(1,621,677)</b> |
| Transfers                       | -              | -                | -              | 850,000          | -                | -                  |
| <b>Net Assets</b>               | <b>956,018</b> | <b>712,829</b>   | <b>835,843</b> | <b>1,874,950</b> | <b>1,944,734</b> | <b>253,273</b>     |

# FACILITIES AUXILIARY FUND BUDGET

- Debt service on the Fredericksburg campus parking garage of \$408K has been incurred this year. Other expenses have been minor. Facilities Fees are tracking to plan.

| Fund 40206                      | FY20             | FY21             | FY22             | FY23             | FY24             | FY24 Budget      |
|---------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Beginning Cash                  | 2,268,461        | 2,606,019        | 3,009,975        | 3,400,445        | 3,197,147        | 3,197,147        |
| Facilities Fee                  | 758,200          | 753,051          | 744,768          | 760,812          | 370,547          | 750,000          |
| Investment Income               | 18,492           | 9,352            | 1,953            | (29,378)         | 19,236           | 4,000            |
| Interest                        | 5,584            | 534              | 2,335            | 13,902           | 11,898           | 4,500            |
| <b>Total Revenues</b>           | <b>782,275</b>   | <b>762,937</b>   | <b>749,056</b>   | <b>745,337</b>   | <b>401,680</b>   | <b>758,500</b>   |
| Expenses by Department          |                  |                  |                  |                  |                  |                  |
| Facilities Expenses             | 32,761           | 16,667           | 44,086           | 28,297           | 46,314           | 65,510           |
| <b>Total Expenses</b>           | <b>32,761</b>    | <b>16,667</b>    | <b>44,086</b>    | <b>28,297</b>    | <b>46,314</b>    | <b>65,510</b>    |
| <b>Annual Surplus (Deficit)</b> | <b>749,514</b>   | <b>746,270</b>   | <b>704,970</b>   | <b>717,040</b>   | <b>355,367</b>   | <b>692,990</b>   |
| Debt Service                    | (411,956)        | (342,313)        | (314,500)        | (70,338)         | (408,285)        | (409,450)        |
| Transfers                       | -                | -                | -                | (850,000)        | -                | -                |
| <b>Net Assets</b>               | <b>2,606,019</b> | <b>3,009,975</b> | <b>3,400,445</b> | <b>3,197,147</b> | <b>3,144,229</b> | <b>3,480,687</b> |

# UNEXPENDED PLANT FUND BUDGET

- \$1.55M of the Stafford maintenance reserve has been utilized to build out the new Center Street facility. The Locust Grove project fund is nearing \$2M and is detailed on the next slide.

| Fund 79001                      | FY20             | FY21             | FY22             | FY23             | FY24               | FY24 Budget      |
|---------------------------------|------------------|------------------|------------------|------------------|--------------------|------------------|
| <b>Beginning Cash</b>           | <b>2,208,267</b> | <b>2,301,611</b> | <b>2,501,565</b> | <b>3,033,422</b> | <b>3,805,348</b>   | <b>3,805,348</b> |
| LGC Building Replacement        | 200,000          | 350,000          | 350,000          | 550,000          | 175,000            | 250,000          |
| MR - STAFFORD CO                | 200,000          | 200,000          | 200,000          | 200,000          | 150,000            | 200,000          |
| MR - FREDERICKSBURG             | 50,000           | 50,000           | 25,000           | 25,000           | 18,750             | 25,000           |
| MR - ORANGE CO                  | 1,669            | 1,669            | 1,669            | 1,669            | 1,669              | 1,669            |
| MR - MADISON COUNTY             | 465              | 465              | 465              | 465              | -                  | 465              |
| MR - CULPEPER CO                | -                | -                | -                | 1,400            | 1,400              | 1,400            |
| Prior Year Correction           | (20,302)         | -                | -                | -                | -                  | -                |
| Investment Income               | 21,710           | 1,808            | 2,999            | 46,072           | 39,429             | 3,000            |
| <b>Total Revenues</b>           | <b>453,542</b>   | <b>603,942</b>   | <b>580,133</b>   | <b>824,606</b>   | <b>386,248</b>     | <b>481,534</b>   |
| <br>                            |                  |                  |                  |                  |                    |                  |
| CAPITAL PROJECTS                | -                | -                | 145,470          | 22,353           | -                  | -                |
| MR - STAFFORD CO                | -                | -                | -                | -                | <b>1,550,000</b>   | -                |
| MR - FREDERICKSBURG             | 7,637            | 72,414           | 48,276           | -                | -                  | 48,276           |
| <b>Total Expenses</b>           | <b>7,637</b>     | <b>72,414</b>    | <b>193,746</b>   | <b>22,353</b>    | <b>1,550,000</b>   | <b>48,276</b>    |
| <br>                            |                  |                  |                  |                  |                    |                  |
| <b>Annual Surplus (Deficit)</b> | <b>445,905</b>   | <b>531,528</b>   | <b>386,387</b>   | <b>802,252</b>   | <b>(1,163,752)</b> | <b>433,258</b>   |
| <br>                            |                  |                  |                  |                  |                    |                  |
| CAPITAL PROJECTS                | -                | -                | 145,470          | 22,353           | -                  | -                |
| LGC Building Replacement        | (352,561)        | (331,574)        | -                | (52,680)         | -                  | (400,000)        |
| <b>Net Assets</b>               | <b>2,301,611</b> | <b>2,501,565</b> | <b>3,033,422</b> | <b>3,805,348</b> | <b>2,641,595</b>   | <b>3,838,606</b> |

# UNEXPENDED PLANT FUND

## LOCUST GROVE REPLACEMENT FUNDING STATUS

- The LGC building replacement fund stands at \$1.985M, with no expenses yet this year. Orange County has completed their pledge by paying their FY24 and FY25 amounts in advance. Stafford and Spotsylvania will complete their pledges this year.

| LGC Replacement Fund             | FY18             | FY19             | FY20             | FY21           | FY22             | FY23             | FY24             | Totals           |
|----------------------------------|------------------|------------------|------------------|----------------|------------------|------------------|------------------|------------------|
| <b>Sources of Funds</b>          |                  |                  |                  |                |                  |                  |                  |                  |
| Transfer In                      | 1,000,000        | -                | -                | -              | -                | -                | -                | 1,000,000        |
| Contributions from Localities    | -                | -                | 200,000          | 350,000        | 350,000          | 550,000          | 175,000          | 1,625,000        |
| Interest Income                  | 9,774            | 22,046           | 15,179           | 1,188          | 1,941            | 26,627           | 20,357           | 97,112           |
|                                  | <u>1,009,774</u> | <u>22,046</u>    | <u>215,179</u>   | <u>351,188</u> | <u>351,941</u>   | <u>576,627</u>   | <u>195,357</u>   | <u>2,722,112</u> |
| <b>Uses of Funds</b>             |                  |                  |                  |                |                  |                  |                  |                  |
| Design Costs                     | -                | -                | 352,561          | 331,574        | -                | 52,680           | -                | 736,815          |
|                                  | <u>1,009,774</u> | <u>22,046</u>    | <u>(137,382)</u> | <u>19,614</u>  | <u>351,941</u>   | <u>523,947</u>   | <u>195,357</u>   | <u>1,985,297</u> |
| <b>Fund Surplus (Deficit)</b>    | <b>1,009,774</b> | <b>22,046</b>    | <b>(137,382)</b> | <b>19,614</b>  | <b>351,941</b>   | <b>523,947</b>   | <b>195,357</b>   | <b>1,985,297</b> |
| Beginning Fund Balance           | -                | 1,009,774        | 1,031,820        | 894,438        | 914,053          | 1,265,993        | 1,789,940        | -                |
| <b>Ending Fund Balance</b>       | <b>1,009,774</b> | <b>1,031,820</b> | <b>894,438</b>   | <b>914,053</b> | <b>1,265,993</b> | <b>1,789,940</b> | <b>1,985,297</b> | <b>1,985,297</b> |
| <b>Contributions by Locality</b> |                  |                  |                  |                |                  |                  |                  |                  |
| Spotsylvania County              | -                | -                | 100,000          | 100,000        | 100,000          | 100,000          | 50,000           | 450,000          |
| Stafford County                  | -                | -                | 100,000          | 100,000        | 100,000          | 100,000          | 75,000           | 475,000          |
| Orange County                    | -                | -                | -                | 100,000        | 100,000          | 300,000          | -                | 500,000          |
| Culpeper County                  | -                | -                | -                | -              | 50,000           | 50,000           | 50,000           | 150,000          |
| Fredericksburg EDA               | -                | -                | -                | 50,000         | -                | -                | -                | 50,000           |
|                                  | <u>-</u>         | <u>-</u>         | <u>200,000</u>   | <u>350,000</u> | <u>350,000</u>   | <u>550,000</u>   | <u>175,000</u>   | <u>1,625,000</u> |

### Note on the New Locust Grove Facility:

Germanna must fund all infrastructure and land improvement including lighting, storm water management, utilities, parking and sidewalks. Additionally, state of the art medical equipment will be required to provide real life training environments in labs, hospitals, and clinics.

# FINANCIAL REVIEW - WRAP UP

- Questions and Discussion.
- Suggested motion for the Committee:

“The Finance and Facilities Committee has reviewed the financial analysis for the eight months ending February 28, 2024, and moves to accept the financials as presented.”

# FUND DESCRIPTIONS

## **Fund 40001 – Local Operating College Board Fund**

- Primarily funded by contributions from localities
- Expenses for employee relations, student development and recruitment, and contingencies
- Fund balance is increasing, providing opportunities for future student and community engagement

## **Fund 40002 – Vending Fund**

- Primarily funded by bookstore and foodservice commissions
- Expenses for diversity and inclusion, marketing and branding, and contingencies
- Fund balance serves as a reserve fund; previously transferred \$1M as the initial funding for the replacement of the new Locust Grove facility

## **Fund 40003 – Student Activity Fund**

- Primarily funded by a student activity fee charged at \$1.50 per credit hour, increasing to \$2.00 per hour in Academic Year 2023–2024
- Expenses for student activities and organization
- Fund balance is minimal

## **Fund 40203 – Parking Auxiliary Fund**

- Primarily funded by a parking fee charged to students at \$1.75 per credit hour
- Expenses to maintain parking lots
- Fund balance is increasing in order to accumulate funds for parking and lighting for the new Locust Grove facility

## **Fund 40206 – Facilities Auxiliary Fund**

- Primarily funded by a facility fee charged to students at \$5.50 per credit hour
- Expenses to maintain the Fredericksburg parking garage and to cover its debt service (\$3.37M loan maturing September 2031)
- Fund balance serves as a reserve for structural repairs and debt service

## **Fund 79001 – Unexpended Plant Fund**

- Primarily funded by contributions from localities
- Expenses to cover maintenance and repairs for Germanna facilities; some maintenance costs are planned, but can be unpredictable
- Fund balance is increasing in order to accumulate local funds for the new Locust Grove facility, including ongoing design costs



## Introduction and Background

The Virginia Community College System allows colleges in high-cost areas to adjust their tuition rates slightly to address some of the differences in cost of living. Germanna Community College currently has a dollar differential resulting in the students paying \$1 more per credit hour than some other parts of the Commonwealth. When this differential was approved, the Chancellor suggested a \$2 increase but the president at that time only requested \$1. The policy (<https://go.boarddocs.com/va/vccs/Board.nsf/goto?open&id=9XKLR84FF9DF#>) for setting differential tuition rates is below.

Northern Virginia Community College and J. Sargeant Reynolds Community College were the first colleges approved for a differential when the VCCS Board first allowed the practice in 2009 and focused on providing additional resources supporting faculty compensation in areas where colleges compete with other higher education institutions for qualified faculty and to provide additional tuition and fee generated aid for students with need. Other colleges were authorized for differentials in 2013 and Germanna's \$1.00 rate was approved in 2014. These increases were encouraged by the previous Chancellor for the purpose of addressing faculty compensation compared to college peer institutions.

The current differential rates for in-state students are shown below:

- NVCC                 \$     26.40
- JSRCC              \$     4.10
- TCC                 \$     2.00
- TNCC               \$     2.00
- VWCC               \$     2.00
- GCC                \$     1.00
- PVCC               \$     1.00
- Brightpoint        \$     1.00

## Regional Costs of Living

| *Location          | Cost of Living<br><a href="https://www.bestplaces.net/cost-of-living/midlothian-va/fredericksburg-va/50000">https://www.bestplaces.net/cost-of-living/midlothian-va/fredericksburg-va/50000</a> |
|--------------------|---|
| Fredericksburg, VA | 108.2   |
| Stafford, VA       | 120.2   |
| Chester, VA        | 97.2  |
| Richmond, VA       | 96.1  |
| Norfolk, VA        | 91.8  |
| Alexandria, VA     | 140.3   |

## Student Financial Support

Germanna Community College Education Foundation provides \$1,000,000 annually in support to students through scholarships and three major programs: Early College, Germanna Cares and Germanna Guarantee Program. Please see <https://germanna.edu/support-germanna/giving-priorities> for more information. The Foundation increases its fund raising goals yearly to match student demands for assistance.

## Request

Germanna Community College is requesting that the College Board recommend an increase in its tuition differential to \$4.10 from its current \$1.00, thereby matching J. Sargeant Reynolds 2009 tuition differential of \$4.10. The reasons for this are the cost of living in our region is considerably higher than any other region than Alexandria, Virginia; college programs are heavily concentrated in high costs areas such as health care; and demand for college programs is growing without accompanying state or local funds.

## Motion

*With Chancellor approval, the Germanna Community College is requesting that the Virginia Community College Board authorize increasing the college's tuition differential from \$1 to \$4.10 per in-state and out-of-state credit, beginning in the 2024-25 academic year. This differential should be in addition to any other tuition increase authorized by the VCCS Board. The additional revenue will be used to provide more career and technical education offerings in the region by being more competitive in faculty recruitment salaries.*

The reasons for this are:

1. The cost of living in the Germanna Community College region is considerably higher than any other region except Alexandria, Virginia;
2. College programs are heavily concentrated in high-cost areas such as health care; and
3. Demand for college programs is growing without accompanying increases in state or local funds.

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### 4.3.0(b) Differential Tuition Policy (SB):

Effective with the Fall 2009 term, VCCS colleges are authorized to implement the following differential tuition policies:

#### 1. Local Tuition Differential

With approval of the State Board for Community Colleges, individual colleges in the VCCS may assess a local tuition differential to students taking credit courses. The purpose of the tuition differential is to increase capacity in order to improve service to college communities and to address access issues for expanding student populations. The following criteria apply to the local tuition differential:

- a. The local tuition differential must be approved by the Local College Board prior to submission to the State Board for Community Colleges.
- b. The college must submit a request to the VCCS Chancellor and the State Board for Community Colleges for approval to assess the local tuition differential. The request must include:

1. Detail justification of the tuition differential including specific plans of how additional revenues will be used to increase capacity to better serve the needs of the community.
    - a. The amount of the local tuition differential per credit hour (the differential must be assessed on a per credit hour basis.)
    - b. Detail justification for the tuition differential relative to the student's ability to pay (measured by disposable income of the area and other factors, market conditions, cost of living, etc.)
  2. Provisions to sustain and/or improve access to need based financial aid relative to the increase (through foundations, unfunded scholarships, etc.)
  3. Evidence of local board approval of the tuition differential.
- c. Colleges assessing a tuition differential may collect and retain all differential tuition revenue with the following stipulations:
1. Colleges with an efficiency factor equal to or less than 1.0 in the Resource Distribution Model will contribute an amount of funding equivalent to 20% of the differential collected into a fund for distribution to colleges for purposes as determined and approved annually by the Chancellor and State Board for Community Colleges.
  2. Colleges with an efficiency factor greater than 1.0 in the Resource Distribution Model will contribute an amount to the fund equivalent to 20% of the differential collected above the amount needed to recover the efficiency factor contribution required in the Resource Distribution Model.
  3. Should a college be funded above the Base Budget Adequacy guideline amount for the college, an amount equivalent to 30% of the differential will be contributed to the fund.
- d. Differential tuition rates approved by the State Board for Community Colleges remain in effect at the applicable college in subsequent fiscal years. However, subsequent increases or decreases to the approved differential tuition rate must be approved by the Local College Board, the VCCS Chancellor, and the State Board for Community Colleges using applicable criteria within this Differential Tuition policy.
- e. Colleges with approved differential tuition rates must provide the State Board for Community Colleges an annual report on the continued use and justification of the differential tuition by March 1.
- f. The local tuition differential revenues must be deposited to state educational and general funds. The college assessing this tuition differential will retain all revenues.
- g. Eligibility to receive the funding will be determined by the State Board for Community Colleges, including such factors as size, stability of college enrollment base, constrained resources, and opportunities to undertake cost effective initiatives.

# **Germanna Community College Local Board**

## **Facilities Report**

**March 14, 2024**

### **1. Locust Grove Campus Replacement Building**

The CO-2 has been approved. A meeting has been scheduled for March 12 between the System Office, RRMM Architects, and Germanna personnel. We will be able to provide more detailed information at the Board meeting on March 14.

### **2. Maintenance Reserve Projects**

Curtain Wall Repair at the Science & Engineering Building and Information Commons.

- The Invitation of Bid, Project Manual, and Drawings have been forwarded to the System Office for review. Once the review is complete, we should be able to start the bid process.

Replace Fire Alarm System in the Workforce Building.

- Jensen Hughes(A&E) has provided the System Office with front-end documents that look to be in order. The System Office will forward these documents to the Division of Engineering and Buildings (DEB) for review and comment. Once we get the comments back from DEB and Jensen Hughes provides responses, we should be able to start the bid process.

Replace/Upgrade Elevator in the V. Earl Dickinson Building

- A maintenance reserve project has been initiated through the System Office. The System Office is reviewing/working with Setty (Engineering Firm) to get the fee proposal in line so a project order for design fees can be executed and the design can start.

Replace Fire Alarm Panel in the Science & Engineering Building and Information Commons

- Purchase order has been issued to Siemens Technology. Waiting for the parts to come in to schedule the work.

### **3. Bus Shelter at Fredericksburg**

- Austin Brockenbrough survey was completed, and it was determined that portions of the sidewalk side slope are out of compliance with ADA standards. To repair the side slope is more cost effective than if we needed to repair the run slope so we are going forward with that repair. This will allow us to leave the bus shelter in the current location and we can continue on with the design.

#### **4. Daniel Technology Monumental Sign**

- We received 3 bids. Talley Sign Company was the low bidder at \$38,000. The System Office has issued the contract documents, and we are waiting for them to be returned so the System Office can execute them.
- We hired Sherbeyn's Landscape to clear 300 feet of the right-of-way so the sign can be seen from route 29. That work is now complete.

#### **5. Sports Court at Fredericksburg**

- We have received the comments back from the 3<sup>rd</sup> party Erosion and Sediment Control and Stormwater Management Plan reviewer. The comments have been incorporated into the drawings. The Invitation of Bid has been forwarded to the System Office for review. Once the review is complete, we should be able to start the bid process.

#### **6. 10 and 25 Center Street at Stafford**

- Construction is moving along nicely. 25 Center Street is ahead of 10 Center St. In 25 the rough in for the trades(HVAC, Electric, Plumbing, Data) is nearing 100% completion on the second floor. On February 28, I signed off on the rough in so the walls can be closed in. I anticipate having to sign off on the rough in in about two weeks if not a little sooner on the first floor. I expect the pace to pick up in 10 Center over the next couple weeks if not sooner.
- We have purchased the science equipment so we can have it on hand for when the contractor is ready for it or if they need to look at it.
- The cabinet and Mr. Rowley participated in a walk-thru with me and a couple of the IT managers on February 28.

#### **7. Locust Grove Parking Lot Repair and Site Lighting Upgrade**

- We received comments from the Division of Engineering and Buildings (DEB) on the design. Most of the comments are minor but we did have a hand full that will require more design work. We are being asked to provide a report on hazardous material, where the wall penetration will be, and building floor plans that include occupancy load. We understand there is a law in place now for providing spaces for electric vehicles when you make modifications. Because we are adding new lighting our work is considered a modification. We will be required to add two electric charging stations. We are going to ask the head building official to waive the installation of the electric charging station until we construct the new Locust Grove building. It makes more sense infra-structure wise to add it to the new building.



# 2024-2026 Biennial Budget & Proposed Amendments

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March 7, 2024

# Biennial Budget Development: Process

- Governor's introduced budget released on December 20
- General Assembly (GA) began on January 10 and will take up the Governor's introduced biennial budget as a starting point
- GA members submitted amendments by January 12
- House and Senate produced their respective versions of the budget on February 18
- **GA Conference agreement on the budget posted March 7 for potential conclusion of the GA session on March 9**

# Proposed Budgets: Highlights for Higher Education

| Gov's Budget  | Conference Budget  |
|---|--|
| Eliminates \$4M/year for Online Virginia Network                          | No change  |
| Eliminates Pell Grant Initiative - \$37.5M                                | Restores funding.  |
| Reduces Transfer Grant funding - \$800K/year                              | Restores \$200K in second year                                 |
| Requires new performance standards for existing Affordable Access funding | Removes requirement and adds \$14.6 M funding back to the base |
| Provides \$3M per year to support a statewide mental health provider      | Eliminates/repurposes funding                                  |
| Adds \$2M per year for VMSDEP stipends                                    | \$40M for financial aid waiver programs.                       |



# Proposed Budgets: Highlights for VCCCS

| Gov's Budget   | Conference Budget   |
|--|---|
| <p>No workforce talent pipeline, additional tuition moderation, or additional financial-aid funding.</p> | <p>\$20M over two years for Affordable Access, Retention and Degree Production. Changes funding to bonded debt.</p> <p>No additional pipeline specific operating funding.</p> |

# Proposed Budgets: Highlights for VCCCS

| Gov's Budget  | Conference Budget   |
|---|---|
| \$3.9M ongoing funding for regional career placement centers                          | Eliminates/repurposes funding                                     |
| \$1M in one-time (FY25) funding for campus safety and security                        | Eliminates/repurposes funding                                     |
| \$9.2M (\$3.95M in FY25 + \$5.25M in FY26) to support FastForward (in SCHEV's budget) | \$9.2M (\$3.95M in FY25 + \$5.25M in FY26) to support FastForward |

# Proposed Budgets: Capital

| Gov's Budget   | Conference Budget  |
|--|--|
| <p><b>\$24M in one-time (FY25) funding</b> for umbrella projects to address <b>deferred maintenance and \$13.2M in additional Maintenance Reserve</b> funding for the biennium</p> | <p>Reprograms funding to address workforce pipeline space conversion</p> |
| <p>Provides <b>equipment pool funding</b> for new buildings coming online to include Seefeldt Building at NOVA and Diggs/Moore/Harrison at VPCC</p>                                | <p>Adds \$250,000 for SWCC's Replace Buchanan and Tazewell Halls</p>     |

# Proposed Budgets : Diploma Plus

## Gov's Budget

- **\$20M** per year for
  - Grants, of up to \$2,000, to high school students for high-demand industry recognized credentials, identified by VOEE and VBWD for tuition, fees, materials, transportation, or other associated costs
  - Eligible providers include public schools, private schools, postsecondary education institutions, and virtual program offered by an approved private online provider
  - Students must be Virginia residents, eligible to enroll in grades 9 through 12, have not received a Diploma Plus grant previously, agree to complete the industry recognized credential pathway; priority on students approaching or in their junior year of high school who can complete industry recognized credential pathway before graduation.
  - At least 25% of funding awarded to students who are eligible for free or reduced lunch or have a family income at or below 300 percent of the federal poverty level.

## Conference Budget

Funding repurposed.

# Proposed Budgets: Employee Compensation & Benefits

| Gov's Budget   | Conference Budget   |
|--|---|
| 1% bonus in FY25 and 1% bonus in FY26 + 1% salary increase in FY26   | 3% salary increase in FY25 and 3% salary increase in FY26                                       |
| Health insurance premium increases of 6.3% in FY25 and additional 4.0% in FY26 for employees and employer. | Uses savings to level fund premium increases to hold at 6.3% over current rates for both years. |

# Other Amendments:

- Provides \$50K each year to expand Blue Ridge Partnership to CVCC
- Eliminated VCCS data governance and advisory board language
- Adds new CIP codes to G3 Programs:
  - 12.0500-Cooking & Culinary Arts
  - 13.1202 -Elementary Ed & Teaching
  - 13.1205 Secondary Ed & Teaching
  - 14.001-Engineering Gen
  - 52.0901-Hospitality Admin/Mgmt.
- Moves \$475K sonographer funding at RCC to VCU Pauley Heart Center

# Open Educational Resources (OER): What They Are & How They Promote Student Success



Presenters: Cheryl Huff and Matthew Pierce

**\$1,460**

**The average amount a public two-year college student paid for books and supplies during the 22-23 academic year.**

Ma, J and Pender, M. (2022). *Trends in college pricing and student aid 2022*. CollegeBoard.  
<https://research.collegeboard.org/media/pdf/trends-in-college-pricing-student-aid-2022.pdf>



46%

The percentage of VCCS Students who reported that the cost of required course materials has caused them to “not purchase a textbook.”

*Virginia course materials survey 2021.* (2021). VIVA. [https://vivalib.org/ld.php?content\\_id=66223381](https://vivalib.org/ld.php?content_id=66223381)

27%

The percentage of VCCS Students who reported that the cost of required course materials has caused them to “earn a poor grade.”

*Virginia course materials survey 2021.* (2021). VIVA. [https://vivalib.org/ld.php?content\\_id=66223381](https://vivalib.org/ld.php?content_id=66223381)

15%

The percentage of VCCS students reporting that the cost of required course materials has caused them to “fail a course.”

*Virginia course materials survey 2021.* (2021). VIVA. [https://vivalib.org/ld.php?content\\_id=66223381](https://vivalib.org/ld.php?content_id=66223381)

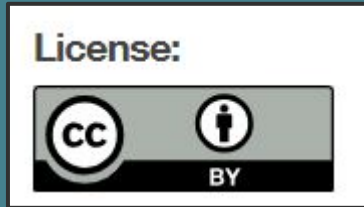
# OER Defined

**Open = Free + Customizable**

# Customizable = Permission To...

- Revise/Edit/Modify
- Combine/Remix
- Share/Redistribute

# Open Licenses




## You are free to:

**Share** — copy and redistribute the material in any medium or format for any purpose, even commercially.

**Adapt** — remix, transform, and build upon the material for any purpose, even commercially.

The licensor cannot revoke these freedoms as long as you follow the license terms.

## Under the following terms:

 **Attribution** — You must give appropriate credit, provide a link to the license, and indicate if changes were made. You may do so in any reasonable manner, but not in any way that suggests the licensor endorses you or your use.

**No additional restrictions** — You may not apply legal terms or technological measures that legally restrict others from doing anything the license permits.

# OER Include “Parts”

Readings

Images

Streaming  
Videos

Lab  
Activities

# And OER Encompass “Wholes”

**Textbooks**

**Study  
Guides**

**Courses**

**Degrees**



# Funding

- Grants
  - Philanthropic Organizations
  - State and Federal Government
- College Funds

# OER Creation Models: OpenStax

- Non-profit (operates out of Rice University)
- Funded through:
  - Grants
  - Donations
- 40+ staff members (e.g. QA Analyst)

# OER & GCC's Strategic Goals

## Strategic Goal 4

**ELIMINATE BARRIERS TO ACCESS AND SUCCESS  
FOR ALL STUDENTS**

# OER & GCC's Strategic Goals

## Strategic Goal 2

**TRANSFORM TEACHING AND LEARNING TO MEET THE  
NEEDS OF ALL STUDENTS**

# OER & GCC's Strategic Goals

## Strategic Goal 6

**FOSTER AN INTENTIONAL CULTURE OF EXCELLENCE  
IN DIVERSITY, EQUITY, AND OPPORTUNITY**

# What the Research Says about OER

OER reduce the percentage of students receiving a grade of D, F, or W

- 4.4% reduction for Pell-eligible students
- 10% reduction for Part-Time students

Colvard, N. B., Watson, C. E., & Park, H. (2018). The impact of open educational resources on various student success metrics. *International Journal of Teaching & Learning in Higher Education*, 30(2), 262–276. <http://files.eric.ed.gov/fulltext/EJ1184998.pdf>

# What Our Competitors Say about OER...

Liberty University cuts costs with free textbooks for undergraduate online students

# What Our Competitors Say about OER...

## University of Maryland (Global Campus)

“At UMGC you won’t have to buy expensive textbooks—we’ve replaced nearly every textbook for undergraduate courses with no-cost online resources.”



# More Info

Cheryl Huff: [chuff@germanna.edu](mailto:chuff@germanna.edu)

Matthew Pierce: [mpierce@germanna.edu](mailto:mpierce@germanna.edu)

GCC Libraries: [OER Quick Guide](#)

[This presentation](#)